



**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 12-08-2014  
**RE:** **Owner Coordination meeting – Trail I1**  
**Place:** PCIDs Office  
**Attendees:** Jennifer Harper *PCID*  
Scott Athey *Lowe Engineers*  
Lawson Fanny *Kimley Horn*  
Jeff Lowenburg *GID*  
Bruce Landis *Sprinkle Consulting*  
Chris Fellerhoff *Sprinkle Consulting*  
Michael Smith *City of Dunwoody*  
Becky Apter *PCID*

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**General Discussion:**

- Ms. Harper gave a briefing of the history of the project, where we are, and the purpose of the project.
  - Property owner/ City Easement front end approach for support.
  - Connectivity in accordance with the PCID Trails Masterplan
- Mr. Athey (Lowe) explained the typical section would be much more than a basic sidewalk or path. The total size of the trails would be 23 feet including the banding and shoulder (+buffer).
- The GID explained their development effort taking place in the area of the trail connection.
- The future development will be known as "High Street". The development stretches from Hammond to the existing 211 building along Perimeter Center Parkway.
- The development is being approached with the "city block" theme.
- GID is a little concerned at the overall width of the trail being implemented by the PCID.
- Bruce (Sprinkle) explained the overall approach for the masterplan and the typical section development.
- GID discussed the possibility of the PCID completing their trail to the GID property line and potentially GID incorporating the trail within their development limits.
- PCID discussed the opportunity to complete (2) segments around the GID development.
- The first segment would travel through the GID site and link to the Perimeter Mall. The second segment would travel behind the GID development (Fulton/ Dekalb County line) and connect to the new development along Hammond and the intersection of Hammond Drive/ Perimeter Center Parkway (Dunwoody MARTA station).
- GID stated they would be willing to work through concepts with their site engineers (Kimley Horn).
- Bruce (Sprinkle) reiterated "connectivity" and the corporate quality of the trail system envisioned by the PCID. This will serve as the guiding principle for the design team.

- The PCID wishes for this to be a linear park or greenspace feel and be viewed as an amenity.
- The current approved site plan for GID – High Street will be furnished by Kimley Horn.
- Scott (Lowe) will furnish the typical section for the trail to GID along with some photos of similar urban trails.
- Kimley Horn agreed to follow up with the PCID design team on the progress and overall schedule for their site plan and construction.
- Mr. Lowenburg (GID) brought up several questions:
  - Would the trail be on permanent easement?
  - Michael Smith answered that the City would hold permanent easement for the trail and the City would be responsible for maintenance along the trail.

Meeting adjourned

sma



**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 12-10-2014  
**RE:** **Owner Coordination meeting – Trail I1**  
**Place:** PCIDs Office  
**Attendees:** Jennifer Harper *PCID*  
Scott Athey *Lowe Engineers*  
Bruce Landis *Sprinkle Consulting*  
Cody Partin *Cox Enterprises*

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**General Discussion:**

- Jennifer Harper (PCID) gave a briefing of the history of the project, where we are, and the purpose of the project.
  - Property owner/ City Easement front end approach for support.
  - Connectivity in accordance with the PCID Trails Masterplan.
  - First class facility that fits the corporate landscape of the Perimeter and up to the standard for the other improvements constructed or spearheaded by the PCID.
- Mr. Partin introduced the same questions as previous owner meetings; liability and maintenance.
- Ms. Harper explained that the City would hold the easement and the operations and maintenance responsibility as well (City of Sandy Springs).
- Mr. Partin liked a trail that traveled to the north side of the Cox property, nearest the existing detention pond area and then continued to the east (GID property).
- Mr. Partin expressed that any trails traveling to the south/ west side of the Cox property, nearest Peachtree Dunwoody Road, would be troublesome based off future development plans.
- Mr. Partin agreed to check with his internal development team on any roadway or pedestrian connections. There may be commitments within the DRI.
- Mr. Partin was positive on the trail connections and is presently coordinating with the Path Foundation to understand their role and where the PCID/ Path may start and stop to work together.
- Mr. Athey (Lowe) agreed to send out the previously developed "questions/ answer" document for concerns associated with the trails system and the answers given by the individual Cities.
- Ms. Harper explained that the trail would not be the minimum. It would be consistent with the corporate trail and branding of other PCID projects.
- Ms. Harper explained the wish for two trail connections through this area. One would travel to the south with a direct connection to MARTA. The second would go through the GID property and connect to the Linear Park.
- Mr. Partin would be interested in the use of the trail by a shuttle service. However, this would not be possible based off the funding source.
- The design team agreed to follow with Mr. Partin and Cox after further coordination with the Path Foundation and the adjacent GID site.

Meeting adjourned

sma



**Project:**

**PCIDs Commuter Trails (PI 0012876)**

Date:

12-11-2014

RE:

**Owner Coordination meeting – Trail I4**

Place:

PCIDs Office

Attendees:

Jennifer Harper

*PCID*

Scott Athey

*Lowe Engineers*

Bruce Landis

*Sprinkle Consulting*

Michael Smith

*City of Dunwoody*

Matt Teague

*Walton Properties*

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**General Discussion:**

- Jennifer Harper (PCID) gave a briefing of the history of the project, where we are, and the purpose of the project.
  - Property owner/ City Easement front end approach for support.
  - Connectivity in accordance with the PCID Trails Masterplan.
  - First class facility that fits the corporate landscape of the Perimeter and up to the standard for the other improvements constructed or spearheaded by the PCID.
- Mr. Teague (Walton) was very impressed with the overall plans and gave positive feedback on the idea.
- Ms. Harper further reinforced the idea of the "branding and feel" of the trail.
- The commercial properties in this area are part of the Ashwood Parkway Association.
- Mr. Teague expressed that he would check with the Association for any permissions required.
- Ms. Harper explained the schedule and the funding source for the project.
- Mr. Athey agreed to check on the location of the property line between the Walton Property and the adjoining property where the proposed trail would travel.
- Michael Smith (Dunwoody) explained the easement ownership by the City and that any issues related to code, overlay evaluation, and other specific development issues would be addressed on a case by case basis for incorporation of the trail corridors.
- Mr. Teague agreed to send written support for the project.
- Ms. Harper explained the future meeting with the other owners and that the Conceptual Stage would begin after the support had been received.

Meeting adjourned

sma



**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 03-30-2015  
**RE:** **Owner Coordination meeting – Trail I2**  
**Place:** St. Joe's Medical Center  
**Attendees:** Jennifer Harper *PCID*  
Scott Athey *Lowe Engineers*  
John Banks *St. Josephs Facilities Mgmt.*

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***General Discussion:***

- Ms. Harper gave a briefing of the history of the project, where we are, and the purpose of the project.
  - Property owner/ City Easement front end approach for support.
  - Connectivity in accordance with the PCID Trails Masterplan
- Mr. Athey (Lowe) explained the typical section would be much more than a basic sidewalk or path. The total size of the trails would be 23 feet including the banding and shoulder (+buffer).
- Mr. Banks discussed the possibility of Perimeter Center Parkway ever being extended and making the pedestrian connectivity along it.
- Mr. Banks expressed his support for the project and liked the idea.
- Mr. Banks explained the internal circulation of the St. Joseph's campus and the centers for pedestrians.
- There are a few development plans (long term) for the site that the Trails design team would need to work around.
- The most logical connection point seems to be getting near the MARTA entrance which is also the location of an escalator up to the main level of the hospital entrance.
- Mr. Banks passed on the owners of the (2) office buildings on the site as: Little Ridge and Reaf.
- The design team agreed to meet back with St. Josephs once the conceptual design begins and concepts are developed.
- Ms. Harper explained that the connection from Perimeter Center Parkway/ Lake Hearn over to the MARTA Medical Center area will likely impact other adjacent parcels and the PCID is currently working with these owners to set up a meeting.
- The Pavilion at Lake Hearn is currently for sale and the ownership is presently changing hands.

Meeting adjourned

sma



**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 12-10-2014  
**RE:** **Owner Coordination meeting – Trail I1**  
**Place:** PCIDs Office  
**Attendees:** Jennifer Harper *PCID*  
Scott Athey *Lowe Engineers*  
Elaine Armster GDOT PM

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**General Discussion:**

- Ms. Harper gave a briefing of the history of the project, where we are, and the purpose of the project.
  - Property owner/ City Easement front end approach for support.
  - (3) corridors (approximately) nailed down
  - Jennifer explained the delay associated with the owner meetings thus far based off properties being “for sale”.

**Segments:**

Initial Concept Meeting – GDOT can make the call at the initial concept meeting and how they want to see everything broken down in the plan set.

**Concept Report:**

Discuss further with the GDOT PM moving forward with regards to format.

**Schedule:**

Elaine Amster will send the baseline schedule developed by Quality Control Office for a comparison (within the next month).

**Administrative:**

The GDOT PM would like for us to send them monthly status reports (between the 20<sup>th</sup> – 25<sup>th</sup>).

**Coordination:**

Committed to continue close coordination with the GDOT PM and also keep her in the loop on task items and meetings even if she does not need to attend.

Meeting adjourned

sma



<b>Project:</b>	<b>PCIDs Commuter Trails (PI 0012876)</b>	
Date:	06-22-2015	
RE:	<b>(GID) - Owner Coordination meeting – Trail I1</b>	
Place:	PCIDs Office	
Attendees:	Jennifer Harper	<i>PCID</i>
	Scott Athey	<i>Lowe Engineers</i>
	Mark Hults	<i>HKS</i>
	Lawson Fanney	<i>Kimley Horn</i>
	Laurel David	<i>The Galloway Group</i>

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#### **General Discussion:**

- Jennifer Harper (PCID) gave a briefing of the history of the project, where we are, and the purpose of the project.
  - Property owner/ City Easement front end approach for support.
  - Connectivity in accordance with the PCID Trails Masterplan.
  - First class facility that fits the corporate landscape of the Perimeter and up to the standard for the other improvements constructed or spearheaded by the PCID.
  - Ms. Harper stated that the purpose of the meeting was to discuss the current status of the development on the GID owned site, their schedule, and discuss the corridor or location of the Commuter Trail (Trail I1) across this property.
- Ms. Harper stated that currently the plan will likely entail the Path Foundation performing design for the trail system from the Cox front door, to the east, to the property line with GID (also the DeKalb/ Fulton County line). The PCID design team (PI 0012876) would pick up there and make connections across the GID site to the linear park on the east side of Perimeter Center Parkway and to the Dunwoody MARTA station at the southeast corner of the GID site.
- The group discussed the desired connections. The PCID Trails masterplan was shared with the group to show the connections for Trail I1.
- Mr. Hults (*HKS*) discussed preferred connections such as along the proposed North Street in lieu of other areas where they are tight for space.
- Mr. Fanney (*Kimley Horn*) stated that Phase I of the High Street Development would start at the north end of the parcel, adjacent to the existing buildings, and cover an area equal to approximately ½ of the total parcel. The remaining portion of the parcel, nearest to Hammond Drive, would be part of the future phases of development for the GID team.
- Ms. David (*Galloway*) expressed a few concerns about changing too many items within the interior of the site, to accommodate the Trail, based off zoning being approved.
- Ms. Harper discussed the (2) connections the project aims to create. One of these would travel more across the south side of the site. The second connection would stretch more across the north side of the site.

- Mr. Fanney (*Kimley Horn*) discussed that the High Street site would likely create a trail, behind the developed building, which ran along the west property line and connected to Hammond Drive in the south. This connection would not occur until later phases of the project when permitting was complete for stream mitigation and other issues.
- Mr. Athey (*Lowe*) discussed the need for the Design Team to present concepts on paper to the GID team for review and comment.
- Mr. Fanney agreed to provide the CAD files for the latest GID layout to the PCIDs team.
- Mr. Hults expressed that the building locations were pretty set, but some of the internal street network, buffers and other areas were pretty variable at this point.
- The PCIDs Design Team will begin to layout conceptual alignments within the supplied CAD files.
- Ms. Harper expressed her interest in completing two conceptual connections at this time:
  - Northern Trail – This would be located along a corridor both parties deem acceptable and near the proposed North Street (High Street Development Plan).
  - Southern Trail – This would travel south of the GID – Phase I work and across the area encompassing the future Phase II work.
- All parties agreed that the northern connection would be a benefit and amenity to the GID site and the future linear park adjacent to the MARTA track.
- The GID team was pleased with the news that PCIDs proposed linear park continues to gain traction towards funding and construction. The park will really engage the Perimeter Center Parkway side of the development.
- Mr. Hults requested that the Design Team consider areas that may be needed for internal site facilities when laying out the conceptual trail alignments.
- The Design Team will obtain the latest CAD files and begin conceptual layouts for review by the owner.

Meeting adjourned

sma





**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 07-17-2015  
**RE:** **The Simpson Organization – Trail I2**  
**Place:** PCIDs Office – One Ravinia  
**Attendees:** Jennifer Harper *PCID*  
Scott Athey *Lowe Engineers*  
Laurel David *The Galloway Group*  
Jeff Lowenberg *GID*

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**General Discussion:**

- Mr. Lowenberg (GID) apologized for missing the last meeting and wanted to add a few sentiments to the conclusions of that meeting.
- Mr. Lowenberg expressed that some of the results of the meeting were a little off-based with the wishes of the development team.
- Mr. Lowenberg mentioned Center Street (*High Street development internal street*) as the preferred connection street.
- This also seemed to agree with the discussions between the GID/ Cox meeting between the two owners.
- This connection would create a corridor in the middle of the High Street development for connection to the linear park/ Perimeter Mall in the north and the Dunwoody MARTA station in the south.
- An updates version of the High Street Masterplan/ design would need to be provided by the GID design consultant (Kimley Horn) to accurately access this conceptually. The present masterplan document shows a building blocking this connection.
- Mr. Lowenberg also conveyed that GID is more suited with building this facility, through their private property, as a part of their project and not a part of the Commuter Trails project.
- GID would like to use PCIDs as a stakeholder to review their facility and ensure it matches up with the overall goals and objectives of the other trail corridors as well as any continuation beyond GID property.
- Ms. Harper (PCIDs) posed the question of whether the GID portion of the trail would be "private" or under public easement as the Commuter Trail project proposed?
- Mr. Lowenberg confirmed they would like to keep their site private, but would welcome public access consistent with a mixed use space.
- Ms. David (Galloway) introduced the idea of all (3) parties coming to the table for a sit down meeting sometime in August. Agreements need to be worked out for the Cox segment (built by Path Foundation), the GID segment, and any PCIDs segments.
- The group agreed to check back with Cox on whether their section would be private or public.

- The conclusion of the meeting was to await the detailing of the section through the GID site by the GID design team.
- The GID construction schedule seems to lend itself to construction of Phase I (with the trail segment) in the 3<sup>rd</sup> or 4<sup>th</sup> quarter of 2016.
- The PCID's design team will continue the trail segment to connect from the GIS property line in the west to the linear park and ultimately the Mall in the east.
- Meeting with the Mall is the next step for the PCIDs Commuter Trail project until the sit down meeting with Cox/ GID in August.

Meeting adjourned

SMA



**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 07-17-2015  
**RE:** **The Simpson Organization – Trail I2**  
**Place:** PCIDs Office – One Ravinia  
**Attendees:** Jennifer Harper *PCID*  
Scott Athey *Lowe Engineers*  
Scott Bryant *The Simpson Organization*  
Sandy Hilton-Jacob *The Simpson Organization*

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**General Discussion:**

- Ms. Harper (PCIDs) gave a brief introduction and a little history for the attendees
  - History of the PCIDs in the Perimeter Market
  - Goals and Objectives of the PCIDs and the projects (*Masterplan and Commuter Trails Design*)
  - History of the Commuter Trails Masterplan through ARC (*funding*)
  - History of this Design Project through ARC (*funding*)
  - Partnership approach with the Cities and the Stakeholders
- Mr. Athey shared the approach on the design side.
  - Federal Project with a long process.
  - At the inception of the Concept Stage
  - Meeting with Stakeholders to determine the direction for Concepts
  - Many possibilities at this point
  - Overall Connection points are the Medical Center MARTA station and the intersections of Lake Hearn/ Perimeter Center Parkway/ Perimeter Summit Parkway.
- Mr. Athey (*map attachment*) showed potential corridors, which include:
  - Along the eastern property line
  - Across the stream
  - Adjacent to the MARTA tracks
  - East of the stream with connection to St. Joe's campus
- Mr. Bryant (Simpson) shared the overall plans for the property under new ownership.
  - The property is current zoned for 1.5 M SF.
  - The current property is only built out to around 400,000 SF.
  - The prospective new development could consist of:replac
    - Residential along the eastern side of the property
    - Building "B" will likely be demolished
    - Multi-Family is a possibility
    - A hotel is likely
    - Retail is possible, but only along the Peachtree Dunwoody frontage
- Mr. Bryant and Ms. Jacob (Simpson) shared their organization's overall support for the project and the goals and objectives.

- Ms. Harper shared her desire to educate the market on the benefits of the Commuter Trails Design and the many educational programs that exist.
- Ms. Harper is to share some potential programs with the Simpson representatives.
- Ms. Jacob expressed interest in having outreach to their organization. The program covers company based incentive programs to utilize transit and the trail system for work attendance.
  
- Mr. Bryant expressed the timetable for their redevelopment efforts as soon.
- Simpson has secured Bill Halter (Cooper Cary) to develop a masterplan for the property.
- Mr. Bryant will share contact information for the Commuter Trails Design Team with Mr. Halter for coordination of the trail plans and accommodations within their plans.
  
- All parties agreed to follow up in 30 days once the development of the property plans have advanced.

Meeting adjourned

SMA

**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 8-14-2015  
**RE:** **Coordination meeting – Client (PCIDs)**  
**Place:** PCIDs Office  
**Attendees:** Jennifer Harper *PCID*  
Scott Athey *Lowe Engineers (PCIDs design consultant)*

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**General Discussion:**

- Mr. Athey (Lowe) gave a brief summary of activities since the last meeting and the items to current status or pending issues for each corridor.
- Jennifer mentioned that with all the problems encountered through non-support or the private property owners wishing to build their own trail segments, the team may only pursue (3) trails instead of the original (4).

**Central Parkway to Dunwoody MARTA:**

- The original trails across the Cox and GID properties seems to be dead based off the private land owners handling their own design across the property as part of the redevelopment.
- Jennifer wants to reach out to Ed McBrayer to see if they have an official agreement with Cox to handle their design and confirmation that the trail will still happen.
- The same outreach might need to take place with GID (Kimley Horn – designer).
- Jennifer wants to at least explore the possibility of extending this trail from Perimeter Center Parkway, through the area of the PCID proposed linear park, and to the Perimeter Mall front door.
- The design team will begin looking at rough connections or paths.
- Jennifer will begin trying to contact the new mall General Manager.

**Ravinia to Perimeter Center East:**

- The rough concepts are completed and ready to meet again with property owners.
- The team has tried to reach out to David Cannady several times without any success.
- Jennifer recommended getting in touch with Mr. Vikram from Hines on the Ravinia side.

**Lake Hearn/ Perimeter Center Pkwy to Medical Center MARTA:**

- The team has already met with Brian Realty, MARTA, St. Josephs, and other stakeholders for this connection.
- The final property, Peachtree Pavilion, finally went through the closing for the new owners.
- The most recent meeting with them revealed they were currently developing a redevelopment plans for the property with Cooper Cary.
- Scott (Lowe) will follow up with their team on Monday which will be the 30-day window they requested at the last meeting.

Meeting adjourned

sma

Attachments



**Project:**

**PCIDs Commuter Trails (PI 0012876)**

Date:

09-23-2015

RE:

**Coordination meeting – Simpson Organization**

Place:

PCIDs Office

Attendees:

Jennifer Harper

*PCID*

Scott Athey

*Lowe Engineers (PCIDs design consultant)*

Scott Bryant

*Simpson Organization*

Bill Halter

*Cooper Carry (Simpson Group's architect)*

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**General Discussion:**

- Ms. Harper (PCIDs) gave a brief introduction and summary of the last meeting conducted with the Simpson Organization.
- Mr. Athey (Lowe) summarized the discussion of the last meeting and the coordination between that meeting and today. He has been coordinating this meeting with Mr. Halter as the re-development plan was drawn up.
- Mr. Bryant (Simpson) gave a brief summary of the redevelopment plan of his group for the property.
  - The property is current zoned for 1.5 M SF commercial by the City.
  - The plan for the property has two major steps. Phase II has been split out because of the current moratorium by the City of Sandy Springs.
  - Phase I will include an access road through the center of the property connecting Lake Hearn Drive to Peachtree Dunwoody Road.
  - Phase II would involve mixed use and rezoning. This would take place at the back (SE) corner of the property.
  - The general plan is pretty set and should not be altered much moving forward.
  - The trail connection is accepted and supported by the Simpson Organization, as expressed by Mr. Bryant.
  - Ultimately, the group is contemplating a direct connection to MARTA. Discussions have taken place with MARTA. However, the cost would be the burden of the developer.
- Mr. Halter (Cooper) expressed their desire to have the trail typical section follow their access road through the property. From that point, it would utilize the Peachtree Dunwoody facilities (planned bike lanes in the works) and sidewalk networks to access MARTA.
- Mr. Athey (Lowe) explained the typical sections for the trail network within the PCIDs masterplan. The section separates cyclist and pedestrians.
- Ms. Harper expressed her desire that if a direct MARTA connection occurs in later phases, the trail would tie to this connection. The connection would be much later and not a sure bet.

- The trail would likely need to be adjusted from the typical section shown in the PCIDs Trail Masterplan to work with the roadway section and development plan of Cooper Carry.
- The Simpson Organization could not commit to having the trail designed by the PCIDs consultant or simply incorporating the work into their development plan.
- Currently, the Simpson re-development plan is conceptual sketches. It has not advanced to the Design Development stage.
- Mr. Athey inquired on the timing of development activities for the project.
- Mr. Bryant expressed that Phase I including the Hotel, restaurants, and roadway will likely be including in Phase I.
- All parties agreed for the Lowe/Sprinkle team to develop a typical section that seem to work with the development plan presented as well as options/alternatives of how to handle cyclist at the conflict points within the site (driveways, parking deck ingress/egress, etc).
- The Consultant (Lowe) will develop these sections and recommendations and submit to PCIDs and the Simpson team over the next two weeks.

Meeting adjourned

sma

attachments



**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 10-20-2015  
**RE:** **Coordination meeting – Client (PCIDs)**  
**Place:** PCIDs Office  
**Attendees:** Jennifer Harper PCID  
Scott Athey Lowe Engineers (PCIDs design consultant)  
Bruce Landis Sprinkle Consulting  
Chris Fellerhoff Sprinkle Consulting

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***General Discussion:***

- Mr. Athey (Lowe) gave a brief summary of activities since the last meeting and the items to be presented for the day:
  1. Overall Mall Circulation as the center of Perimeter
  2. Extension of Central Parkway – Dunwoody MARTA trail for mall connectivity
  3. New Trail corridor recommendation to replace the previously eliminated options
  4. Pavilion Typical Sections/ drawing for the Simpson Organization
- Mr. Fellerhoff (Sprinkle) introduce the first item for discussion:

**General Mall Connectivity**

- Mr. Fellerhoff walked through the overall mall layout and circulation patterns.
- Overview of the trail connection from Central parkway (Cox) to Perimeter Center Parkway to be completed by private developers.
- This new trail connection would be an extension and go from Perimeter Center Parkway to the SW corner of the mall.
- The alternative shared would impact (15) parking spaces and reduce the overall entrance road width
- Ms. Harper (PCIDs) shared that the mall would likely prefer a connection to the south entrance instead of aligning with the Perimeter Park (proposed/future) pedestrian bridge.
- Mr. Fellerhoff shared a Gainesville study for interpreting need for mid-block crossing and how to determine the best location.

**New Trails (replacements):**

- The team discussed the shift in philosophy and the new trails being presented for incorporation into the project.
- The new trails would travel along Perimeter Center West, Ashford Dunwoody Road, and Hammond Road.
- Ms. Harper/ Mr. Fellerhoff expressed that the Hammond corridor was being evaluated under a separate project anyway.
- Ms. Harper really liked the idea of the Ashford Dunwoody corridor.



- Mr. Athey shared the previous memo developed by the design team explaining the shift in philosophy to address other shoulder trails and eliminate traversing through private property parcels.
- Mr. Fellerhoff shared a few graphics in conjunction with the new recommended trails
- Ms. Harper also recommended a trail along Peachtree Dunwoody from Hammond to Cox Enterprises.

**Peachtree Pavilion (Original Trail: Lake Hearn to Medical Center MARTA)**

- Mr. Athey gave a recap of the last meeting with the Simpson Organization representing the Peachtree Pavilion property.
- The redevelopment effort by Simpson will consist of incorporating the proposed trail into their design and not be a part of the PCIDs project.
- At the conclusion of that meeting, Ms. Harper offered to give an illustration of our trail section corridors through their property and recommendations of how to handle the trails at intersecting drives and decks.
- Mr. Athey shared with Ms. Harper the drawings developed by the design team.
- Mr. Athey will now submit the drawing to Scott Bryant (Simpson Org.) and Bill Halter (Cooper Cary Architects).

Meeting adjourned

sma

Attachments



**Project:**

**PCIDs Commuter Trails (PI 0012876)**

Date:

10-27-2015

RE:

**Coordination meeting – GDOT**

Place:

PCIDs Office

Attendees:

Jennifer Harper

*PCID*

Scott Athey

*Lowe Engineers (PCIDs design consultant)*

Peter Emmanuel

*GDOT Project Manager*

Michael Smith

*City of Dunwoody*

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**General Discussion:**

- Mr. Athey (Lowe) gave a brief summary of activities since the last meeting and the items to be presented for the day.
- Peter Emmanuel (GDOT) discussed the project programming side and the fact that the project was coded and set up within the GDOT system as a "scoping phase" project.
- Jennifer Harper (PCID) explained the purpose of the project and that they were under the impression that it was intended for full design.
- Jennifer Harper also explained the history of the project thus far and the recent shift in focus for the proposed corridors. To date, several of the corridors have been discarded based off redevelopment along the private property's interior.
- GDOT supports the project and the benefit. However, they think the project should be approached as follows, to be in-line with the programming of the project:
  - Conduct scoping phase activities
  - Complete the concept, concept team meeting, concept report, survey, and environmental special studies and submittal.
  - This could likely be a PCE document or a CE worst case. This determination will be made through the environmental portions of the scoping phase.
- The scoping phase will also determine how the project is broken up. The PCID/Dunwoody will determine what parts of the project are separate PI numbers within GDOT's system and decide how the different parts will move forward for future PE work, as separate projects and PI numbers.
- The scoping phase will determine the entire "want" list for the future projects.
- The concept report will decipher the different PI numbers based off how the project is envisioned to move forward.
- The PCID/ Dunwoody would need to discuss with ARC how any remaining funds would be positioned moving forward and whether the funds could stay with the project moving into the PE phase.
- The anticipated activities for now would be to complete all concept work and also the environmental studies and reports.

- The goal would be to complete as much as possible during this scoping phase, but not actual PE activities such as Preliminary Plans, approved NEPA document, and Final Plans.
- The PCID will discuss with the local sponsor, City of Dunwoody, how all this affects the plans for the project and determine a plan of how to move forward.
- Lowe (consultant) will examine the schedule submitted by Mr. Emmanuel and if the activities are feasible.
- Lowe will also discuss the project with the PCID/ Dunwoody and furnish Mr. Emmanuel with a list of activities to date that have been a part of the extended public stakeholder outreach and all other activities that have been in preparation for the typical GDOT concept development.

Meeting adjourned

sma

Attachments



**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 11-18-2015  
**RE:** **Coordination meeting – GDOT**  
**Place:** PCIDs Office  
**Attendees:** Jennifer Harper *PCID*  
Scott Athey *Lowe Engineers (PCIDs design consultant)*  
Bruce Landis *Sprinkle Consulting*

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#### ***General Discussion:***

- Mr. Athey (Lowe) gave a brief summary of activities since the last meeting and the purpose of today's meeting.
  - The design team has modified the rough concept for the trail extension from GID to the west side of the Perimeter Mall.
  - The team has developed a rough concept for the Ashford Dunwoody section across the east side of the mall (western shoulder of ADR).

#### **Ashford Dunwoody Road Concept**

- Virtually no parking loss
- Bikes will be examined in detail at the entrances after approval of the appropriate parties (PCID Board, ARC, and Perimeter Mall General Manager).
- The design will require the reconfiguration of the pedestrian heads.
- The typical section will consist of bikes on the outside and pedestrians on the inside.
- The typical section being utilized is the full depth section from the Trails Masterplan.
- The shoulder will present some tricky situations related to existing trees/ root systems. There are mainly alternatives and details to bridge the root systems and handle this situation during the detailed design plans.
- No operational impacts to the Mall.
- The next step for this concept will be for Jennifer to present the "rough concept" to the Perimeter Mall General Manager, obtain PCID Board approval, and speak with the ARC.

#### **Perimeter Center Parkway Extension**

- This segment would continue/ extend the original "Central Parkway to Dunwoody MARTA" trail across Perimeter Center Parkway (PCP).
- The extension would pick up at the GID re-development on the west side of PCP and continue across the mall parking lot to the building.
- The revised concept is a more direct connection.
- This concept would lose approximately 20 spaces (less than 3% of total).
- Jennifer anticipates the department store to want some sort of concession from the Mall to release some of their parking. Although, she does think they will see the benefit of the trail connection to their front door.

- Jennifer will need to meet with the Mall General Manager and the tenant to discuss the lease and constraints.

#### Peachtree Dunwoody Road (PDR) Concept

- This will be the other replacement trail corridor.
- The limits will be from Hammond to Cox (Central Parkway)
- Jennifer wants the design team to begin looking at the rough concept for this.
- The easement Jennifer thought existed along the west side of PDR is a sewer easement, not a power easement.
- It will take some more detailed property research, during the concept of survey phase to determine what is available.
- Otherwise, an alternative such as Peachtree/ Piedmont in Buckhead may be feasible.
- This would squeeze the center median to create room on the outside such as a road diet.
- Certain medians around the country have even utilized the center median for pedestrians such as the DDI design.

#### Summary

- The (2) new replacement trails along PDR and ADR will create loops that service bikes and pedestrians around the PCID.
- Jennifer will need to sale this vision to the PCID Board and the ARC since we are going off script from the "top" trails in the masterplan now.

Meeting adjourned

sma

Attachments



**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 12-16-2015  
**RE:** **Coordination meeting – GDOT**  
**Place:** PCIDs Office  
**Attendees:** Jennifer Harper *PCID*  
Scott Athey *Lowe Engineers (PCIDs design consultant)*  
Bruce Landis *Sprinkle Consulting*  
William Adams *Perimeter Mall GM (unable to attend)*

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### ***General Discussion:***

- The design team gave a brief update and shared rough concepts for the (3) replacement trails:
  - Perimeter Mall – Westside connection
  - Peachtree Dunwoody – from Hammond Drive to Central Parkway
  - Ashford Dunwoody – from Hammond Drive to Perimeter Center West

### Ashford Dunwoody Road Concept

- The PCIDs is happy with the rough concept shared.

### Ashford Dunwoody Road Concept

- The PCIDs is happy with the rough concept for this corridor.
- Next Step - Jennifer to present the "rough concept" to the Perimeter Mall General Manager.
- Jennifer will schedule a meeting between Yvonne Williams (Executive Director – PCIDs) and the mall to gain their approval for this concept and the Perimeter Mall – Westside connection

### Peachtree Dunwoody Road (PDR) Concept

- The PCIDs is happy with the rough concepts shared.
- The design team is to add small revisions to the concept illustrating the connection to the Cox bike lanes and completing a loop for pedestrians and cyclists alike.
- The team will likely conduct some preliminary research in conjunction with O&E and Title.
- The next step is to get a meeting with the City of Sandy Springs to review the concept and their support. That meeting will also be utilized to talk about other PCIDs plans for other parts of PDR.
- There may exist a few places along PTD where a lane diet could be utilized or would be advantageous to the overall trail typical section.

### Summary/Action Items:

- Schedule meetings with Perimeter Mall and the City of Sandy Springs.
- Jennifer will need to sale this vision to the PCID Board and the ARC since we are going off script from the "top" trails in the masterplan now.

Meeting adjourned

sma



**Project:** **PCIDs Commuter Trails (PI 0012876)**  
**Date:** 01-15-2016  
**RE:** **Coordination meeting – City of Sandy Springs**  
**Place:** Sandy Springs Department of Public Works – Glenridge Conf. Room  
**Attendees:** Jennifer Harper *PCID*  
Scott Athey *Lowe Engineers (PCIDs design consultant)*  
Theo Petritsch *Sprinkle Consulting*  
Kristen Wescott *Sandy Springs*  
Brad Edwards *Sandy Springs – Transportation Director*  
Bryant Poole *Sandy Springs (not in attendance)*

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**General Discussion:**

- Ms. Harper gave a brief history of the project thus far and since the last coordination meeting with the City of Sandy Springs.
  - The Commuter Trails Masterplan has served as the basis for the trails chosen to this point. Most of the potential trail corridors have been chosen from Table 2. Table 2 illustrates trails which produce a shortcut and cut-down on the amount of time for pedestrians to make certain connections.
  - The team has now chosen to turn their attention to the trails shown within Table 1 of the masterplan.
  - The design team constantly ran into non-support and other re-development efforts as they were pursuing the trails from Table 2.
  - Furthermore, these trails often traversed across the heart of private property and proved difficult to secure public buy-in and support.
  - These issues prove difficult for the PCIDs approach to the property acquisition for the construction plans and building of the project.
  - Several of the trails pursued by the PCIDs under the current design project are now being built by the private land owners as a part of their re-development efforts.
  - The new trails chosen are more visible and common areas which travel along existing corridors.
  - The PCIDs is choosing at least one connection within the City of Sandy Springs to cover the Fulton side of the PCID's overall District.
- The trail chosen within Sandy Springs is:
  - Peachtree Dunwoody Road – from Hammond to Central Parkway.
    - The corridor would form an extension of efforts already being completed along Peachtree Dunwoody Road from I-285 to Hammond Drive.

- Mr. Edwards highlighted the City's efforts on the same issues.
- The City has worked through defining their overall goals for correct path and dimensions.
- The "last mile" and "connectivity" have become very important issues for the City of Sandy Springs recently.
  
- Ms. Wescott mentioned asked about the possibility of extending the presented trail (Peachtree Dunwoody Road) further north to the MARTA station.
  - The Design Team and PCIDs seemed open to this idea.
  
- Ms. Wescott expressed that it would be beneficial to Public Works for PCID to perform some updates on the previously completed Masterplan Trail Map figure.
  - This map shows all the recommended trails, independent and on-road, that were identified within the Masterplan.
  - The updated map would assist the Public Works staff with selling the vision to the City's leadership and illustrating the connections formed.
  - The map would need to identify the trails that are currently being planned, designed, or constructed and the responsible party.
  - The PCIDs agreed that the project team could provide a map with this information.
  
- Ms. Harper explained that the PCIDs purpose for this meeting is to gain approval of this new direction for the project and support for the Peachtree Dunwoody Trail.
- Mr. Edwards was happy to lend his support and thought the new corridor was a good idea.
- Mr. Edwards was unsure of the timing for any sort of decision and support from the City's leadership side.

Follow Up:

- Ms. Harper agreed that she will follow up on the approval and support from the City.

Meeting adjourned

sma





**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 01-29-2016  
**RE:** **Client Status Meeting – PCIDs**  
**Place:** Conference Call  
**Attendees:** Jennifer Harper PCID  
Scott Athey Lowe Engineers (PCIDs design consultant)  
Bruce Landis Sprinkle Consulting

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**Agenda** *(sent out prior to the call):*

- Results of Ms. Harper's meeting with the Perimeter Mall General Manager
- Update on coordinating approvals with the PCIDs Board and ARC for project's new direction
- Schedule discussion with GDOT (S. Athey)
- Contract Expiration Date (Lowe/ PCIDs)
- Next Steps

**Discussion Items:**

- Ms. Harper and Mr. Athey gave updates on the meeting the previous week with the City of Sandy Springs.
  - The staff was generally supportive, but would need final approval from Bryant Poole.
  - Brad Edwards and Kristen Wescott took part in the meeting for the City.
- Ms. Harper gave an update on her meeting with the Perimeter Mall General Manager.
  - The GM is in favor of the trails and understands the benefit (along Ashford Dunwoody Road).
  - The Mall is not in favor of the western connection, based off impacts.
  - The Mall is not willing to give up any parking based off the complications of its many tenants and the agreements and corporate structure present for each situation.
  - The western connection will go away for now.
  - The Ashford Dunwoody Road trail will be moved forward.
- Ms. Harper expounded on the coordination that will need to take place between her and the PCIDs Board as well as the ARC and the local sponsor.
  - An update on the new direction was given to the board on Wednesday.
  - The next step is for her to discuss the matter with ARC and the reasoning for the new trails and change in direction.
  - Once the approval of ARC is obtained, the matter will be taken back to the PCID Board.
  - The PFA with GDOT/ City of Dunwoody will need to be revised for the project for the new Scoping Phase vs. the original Scope of Services for full design plans.

- Estimated time for these activities to take place and jump into full concept design is approximately 1-2 months.
- Mr. Athey stressed the importance of getting started with GDOT Concept by April. The current schedule provided by GDOT showed March 2016.
- Mr. Athey has participated in a phone call and several emails with the new GDOT PM – Oluchukwu Anyaebosi.
  - The project history was compiled into a document and provided to the PM.
  - Comments were also provided with input on completing the extended frontend activities dictated by the PCIDs and moving the project forward into a true GDOT Concept Phase.
- Once the project moves into the true Concept Phase, the Environmental Special Studies can begin.
- The Project Team agreed to check in weekly until the proper coordination can be completed with ARC, City of Dunwoody, GDOT, and the PCIDs Board by Ms. Harper.

Meeting adjourned

sma

**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** March 10, 2016  
**RE:** Project Status Meeting – GDOT  
**Place:** GDOT, Office of Program Delivery, 25<sup>th</sup> floor, Main Conference Room  
**Attendees:** Jennifer Harper PCID  
Scott Athey Lowe Engineers (PCIDs design consultant)  
Michael Smith City of Dunwoody  
Peter Emmanuel GDOT – D7 Program Manager  
Oluchukwu Anyaebosi GDOT – Project Manager

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**Meeting Purpose:**

The purpose of the meeting was to discuss current status and the action items from the previous meeting between GDOT and the Local Sponsor – City of Dunwoody/ Perimeter Community Improvement Districts (PCIDs). The previous meeting action items were:

- i. Current funding code, as defined by GDOT, is programmed to complete the “scoping phase”. PCIDs (City of Dunwoody) had an understanding the funding could be utilized for all the tasks within the PE phase and agreed to discuss this new project detail internally.
- ii. The project team agreed to firm up the trail corridors it would advance through the Concept Phase.
- iii. The project team agreed to coordinate with the two applicable jurisdictions, City of Dunwoody and City of Sandy Springs, for support and approval of the selected trail corridors.
- iv. City of Dunwoody/ PCIDs agreed to discuss the new project scope (*Scoping Phase*) with ARC in regards to; new project direction, necessary edits to the TIP, or modifications to the Project Framework Agreement.
- v. The project team would review the initial baseline schedule and return comments to the Project Manager.

**Meeting Intro:**

-Mr. Emmanuel gave a brief synopsis of the last meeting and the action items as he understood them to be completed.

**Previous Action Items:**

-Ms. Harper expressed the follow up activities from the previous meeting had been completed and elaborated on several individually:

- The project team has narrowed the many different trail corridors evaluated into (2) trail corridors.
  - Peachtree Dunwoody Road – from Hammond Drive to Mount Vernon Road
  - Ashford Dunwoody Road – from Hammond Drive to Perimeter Center West
- The project team has met with both the City of Dunwoody and the City of Sandy Springs to discuss these corridors, review rough concepts, and receive support for the conceptual scope.
  - The (2) current trails are supported by each municipality.

- Ms. Harper discussed the new direction for the trail corridors with the ARC.
  - Ms. Amy Goodwin and Mr. Byron Rushing are supportive.
  - ARC does not feel a TIP modification or changes to the PFA are necessary. The current direction of the project, and trails chosen, still satisfy the vague language included in the original version of both documents.
- Ms. Harper explained the efforts of the team in meeting with the potentially impacted owners for the corridors on the front end to ensure support for the project.
- Ms. Harper is preparing to present all the new project details and decisions to the PCIDs Board next week as a formal action item.

**Schedule:**

-Mr. Athey elaborated on the baseline schedule for the project.

- The original schedule was furnished to Lowe Engineers and the Local Sponsor (Dunwoody/ PCIDs) at the previous meeting. This schedule contained only the activities for a scoping phase project.
- Mr. Athey delayed providing comments on the schedule until after a scheduled meeting with the City of Sandy Springs in order to confirm that the Peachtree Dunwoody Road corridor would be a part of the project.
- Mr. Athey provided comments to Mr. Anyaebosi on January 18<sup>th</sup>, 2016, at the conclusion of the meeting with locals.
- Recently, a new project schedule was sent to the Project Team by Mr. Anyaebosi. This schedule seems to be outlined for all activities within the PE phase, through Final construction plans. Furthermore, it doesn't contain any of the edits furnished by the Design team.
- Mr. Athey questioned the schedule provided to confirm that the project was still intended to complete only the scoping phase for the project?

-Mr. Emmanuel confirmed that the project schedule should be modified to those activities within the original schedule, consistent with a scoping phase.

-Mr. Athey agreed to locate the excel format for the original schedule, complete the edits, and send back to Mr. Anyaebosi and Mr. Emmanuel.

-Mr. Athey inquired on the necessity for PIOH within the project schedule?

- The anticipated document for the project will likely be a minor Categorical Exclusion with minor impacts within a highly developed and urbanized area.
- Furthermore, the unique approach taken by the City of Dunwoody/ PCIDs team involves a lot of public outreach by the local sponsor to ensure support for the project.

-Mr. Emmanuel agreed that a PIOH might not be necessary, but recommended keeping it based off the potential impacts of the project.

-This matter will be further discussed with the local sponsor and OES as appropriate. It will remain in the schedule as a placeholder.

-Mr. Emmanuel was supportive of the outreach and contact with owners along the corridor conducted by the Project Team. He recommended that all of these meeting minutes be included within the Concept Report, when applicable.

-Mr. Athey mentioned the only items on the original schedule proposed by GDOT which were lagging were the "Request for Traffic" and the "Project Justification".

- Each of these items isn't a big hold up for the type project being performed. The corridors had to be evaluated and finalized before traffic could be requested for the proper corridor.

**Future PE Activities:**

-Mr. Emmanuel reiterated that this project would conclude once an approved Concept Report was achieved for the project.

-Ms. Harper expressed her interest in completing as much as possible within the current scoping phase including the Field Survey and the Special/Field Studies (NEPA).

-Mr. Emmanuel agreed that this approach was acceptable. This would not complete the approval process for the reports or achieve an approved NEPA document.

-Mr. Emmanuel explained that at the conclusion of the current project, the local sponsor would need a new PI number to continue the future PE activities for the concept defined during the scoping phase.

-Ms. Harper confirmed she understood this approach and would follow up with the Design Team and ARC to discuss the creation of a new PI number for the future activities and splitting the funding which was originally intended to cover the entire PE phase.

**Rough Concepts:**

-Mr. Athey presented the current rough concepts for each corridor

- Peachtree Dunwoody Road – from Hammond Drive to Mount Vernon Road
- Ashford Dunwoody Road – from Hammond Drive to Perimeter Center West

-Mr. Athey furnished the hardcopy to the Project Manager, Mr. Anyaebosi, for his use and agreed to send the electronic copies (PDF) via email following the meeting.

*Meeting adjourned*  
SMA

**Project:** Commuter Trails – Peachtree Dunwoody & Ashford Dunwoody  
**Date:** August 16, 2016  
**RE:** Concept Discussion  
**Place:** Video Conference  
**Participants:** Bruce Landis *Sprinkle Consulting*  
Nick Griffiths *Sprinkle Consulting*  
Scott Athey *Lowe Engineers*  
Melanie Hale *Lowe Engineers*

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### **General Discussion**

- GDOT has programmed the funding as a scoping phase which ends with an approved Concept and public outreach
- Scott mentioned that he has already emailed Kimley Horn to ensure they are on board
  - Question was brought up as to why a landscape architect would be necessary at this early phase
  - Landscaping is important to the PCIDs and the stakeholders
  - Kimley Horn (preferred by PCIDs) will add landscape treatment per PCIDs standards
    - Along frontage
    - At entrance drives
    - Specific wall veneers
    - Tree species replacements
- Need to discuss potential landscaped areas before handing over to landscape architect
- Scott stated that while we already have a general concept, we should have it more refined before bringing in Kimley Horn.
  - How crossings at driveways will be handled
  - Potential locations and dimensions of walls
  - Points of possible conflicts and/or squeeze points
- Bruce asked about how we will move forward meeting with property owners
  - Jennifer will be heavily involved
  - This project differs to the typical method of PCIDs, which are usually through private property, in that it is along the shoulder.
  - Multiple meetings would be unnecessary until there is a more refined concept on paper
  - Much of the Peachtree Dunwoody corridor is on/along private property
    - Note: Property lines shown may not be accurate
    - Survey not included in the scoping phase
  - PCIDs has historically not needed to acquire easements, these are typically donated
  - Need to ensure coordination with property owners is not haphazard
- Funding for the project is through GDOT
  - GDOT Project Manager is focused on sticking to the GDOT mandated schedule
  - Jennifer will want to ensure the stakeholders and GDOT/PM are happy
- We will need to follow the GDOT process with careful attention to property owners

- Refine the concept plan
  - Set up individual property owners meetings simultaneously
  - This will allow staying on GDOT schedule and should please Jennifer
- Lowe has input the Sprinkle concept into MicroStation per GDOT electrical design guidelines to use InRoads to run the typical section through identify possible wall locations and pinch points
- Though process behind the Commuter Trails Master Plan typical section
  - Greater premium on pedestrian environment
    - Separated pedestrian zone
  - PCIDs non-receptive to bike lanes on road with a wider sidewalk
  - 5-foot buffer zone considered non-negotiable

**Concept Discussion: Peachtree Dunwoody Road (PDR) Trail**

- Southern end of Trail at Hammond Drive intersection.
- First segment adjacent to outparcels in Publix shopping center
  - Context Sensitive Solution (CSS): narrowed footprint because parking is at a premium
  - 4-foot buffer, 10-foot bike path, 1-foot separation, 6-foot pedestrian zone
  - Need to pinch to avoid the Publix sign
  - Not possible to restripe PDR here to avoid retaining wall
    - Would only be possible with left-turn bay, as other lanes are at minimum
    - GDOT backed off some requirements based on non-motorized improvements concept. Proposing restriping could change the level of requirements
- Second segment adjacent to Rite Aid (in same shopping center)
  - CSS: narrowed bike & pedestrian zone while maximizing grassed buffer area
  - CSS: could narrow the painted gore, possibly saving some existing trees & may address taper transition rate
  - CSS: chicane to allow 25' for egress at Rite Aid drive-thru exit
    - Keeps cars from blocking trail at crossing
    - Removes tree, but brings additional customers via trail
- Shoulder section needs to slope toward roadway so storm water can overtop curb
- Question: Should we meet with GA Power because of their underground facilities here?
- Third segment along Hilton frontage
  - Should we show direct connection to Hilton sidewalk?
    - Would require stairs, an ADA compliant path
  - Big conference hotel
  - Large grade differential
  - Full 28' Master Plan typical section: 5' buffer, 10' two-way bike path, 3' separation, 6' sidewalk, 2' brick border, 2' shoulder
  - Trail could shift further from road
    - Shown closer to road to minimize tree impacts
  - May require drainage revisions – i.e. cross-drain under trail
  - CSS: chicane at Dunwoody Springs Drive to avoid neighborhood sign & allow for unimpeded ingress/egress
- Fourth Segment along office park frontage
  - Full 28' Master Plan typical section
  - Chicane at entrance drive
    - Landscape Architect should look at non-traversable, low-lying landscaping (here and at other chicanes)

- Consolidated crossing at Central Parkway Drive
  - Avoids apartment complex sign
  - Grade unfavorable for chicane
    - Large retaining wall anticipated
    - Lowe can send contour information to Sprinkle
  - Rough brick surface to slow bikes for the crossing
  - Northwest corner is school bus stop
- Connections to private properties would depend on the construction funding and requirements tied thereto
- Chicanes recommended strategy to minimize/reduce “operational concerns” as discussed in the AASHTO Guide to Bicycle Facilities, pages 5-8 through 5-11
- Fifth segment adjacent to apartment complex and La Quinta Inn
  - Back to full 28’ Master Plan section north of right-turn lane
  - Buffer zone at back of curb
  - Chicane at hotels’ drive (approximately 22’)
    - May impact signs
  - Chicane at northern Dunwoody Springs Drive to utilize existing median opening & behind existing sign
    - Look at possibility of in front of the sign – to add space between trail and Microtel pool
- Need to confer with the cities on this type of project and tree recompense
- Sixth segment between Dunwoody Springs Drive and Crestline Parkway
  - Look at splitting bikeway and pedestrian zone to save some trees
  - Will need to add some signage/markings to direct bikes
- Nearby future project along PDR (south of the trail) for two-way cycle track

**Concept Discussion: Ashford Dunwoody Road (ADR) Trail**

- Nearby future project along Hammond Drive for separate/exclusive bike facility
- Full 28’ Master Plan section along entire corridor
  - Minor cross section changes at pinch points
  - Consolidated crossings with brick pavers
- Planned repaving of ADR in near future
- First crossing @ Ravinia Drive
  - Bikes converted to pedestrians to cross
  - May be possible to widen/revise crosswalks with ADR repaving
    - Remove islands – replace with crosswalks ramp to ramp
      - Could result in yield issues
      - Tighter corner radius at east bound right-turn
      - Changes outbound traffic flow
      - Need to present pros & cons to Jennifer
  - Bus loading area north of crossing
    - 8’ deep by 5’ wide area
    - Must meet ADA
- Should we look at tree root structures?
  - Protects trail from root upheaval
  - 7-10 times cost differential to span the roots
  - Dunwoody prefers to replace sidewalk as becomes necessary



- Trail chicanes to traverse under existing Perimeter Mall sign
  - Head clearance not an issue (8½'-9' high)
- Landscaping between trail and street
  - Property owner OK with trees removal, tree recompense not an issue
- Bike path clear zone is 2'
  - Need utility pole locations for high voltage lines
    - Final segment has two pole locations which will need to be addressed

**Closing**

- Survey scheduled for after concept approval
- Mall has future plans to embrace outside shops – trail will then become more of a promenade
- Sprinkle will incorporate edits to concept
- Lowe to incorporate discussed edits to design files
  - Melanie & Nick to continue dialogue regarding edits & retaining walls
- Lowe will send GIS contours to Sprinkle

*Meeting Ended*  
*MDH*



**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 09-29-2016  
**RE:** Owner Meeting – Perimeter Mall  
**Place:** Perimeter Community Improvement Districts (PCIDs) – conf room  
**Attendees:** Scott Athey Lowe Engineers (PM) – (teleconferenced)  
Jennifer Harper PCIDs – Chief of Operations  
Bill Baker General Growth

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Discussion Points:

- Jennifer opened with a brief history of the project to date:
  - The Commuter Trails Masterplan was a study to analyze the entire Perimeter area with funds from the ARC.
- Scott explained the project thus far:
  - This project is a scoping study to identify trail corridors from the previous study for implementation.
  - The project's first phase/task involved cycling through a lot of other corridors and possibilities.
  - The project eliminated several corridors (6 total) after multiple rounds of coordination and owner outreach.
  - The project then decided on two new trail corridors – Ashford Dunwoody Road and Peachtree Dunwoody Road.
- Scott explained the current scoping study to Mr. Baker.
  - The project includes a Concept Design, Public Outreach and Meeting(s), Field Studies and Report for Environmental impacts, and an Approved Concept Report with GDOT.
- Scott reviewed the Concept for the corridor:
  - Ashford Dunwoody from Hammond Drive to Perimeter Center West.
  - The project would impact some of the trees and landscaping along the Mall's frontage.
  - The project forms connectivity to many past or ongoing and project which are adjacent to this project, such as:
    - Hammond Drive Corridor Study
    - Perimeter Center West
    - Lake Hearn at Peachtree Dunwoody, Hammond Drive, Perimeter Center Parkway
    - Perimeter Center Parkway bridge over I-285
    - City of Sandy Springs Last Mile Connectivity
    - I-285/GA 400 Interchange and CD system (with Path 400 trail extension)
  - Each of the project explained factor into the overall connectivity of the area and a focus on multi-modal improvements for bikes and pedestrians.
- The projects goals are to connect existing and/or planned facilities at the project endpoints.
- The City of Dunwoody desires bike facilities along the corridor, but is against on-street bike lanes because of the traffic volumes along Ashford Dunwoody Road.
- The typical section would separate bikes and pedestrians on separate facilities.

- The project is definitely more than just a sidewalk or a bike lane. The facilities will be a benefit for the overall area and promote the goals and objectives of multi-modal and the use of transit in the area (Perimeter has three different MARTA stations)

#### Summation

- Mr. Baker likes the idea of the trail and would like to discuss more details on the corridor and the concept along the Mall property and talk specifics with other members of his staff present.
- Jennifer and Scott agreed to schedule another meeting with the Mall and more members of the staff. The meeting will discuss the long-term plans of the facelift/ modifications which are scheduled around the Mall's property.

Meeting adjourned

sma



**Project:**

**PCIDs Commuter Trails (PI 0012876)**

Date:

09-30-2016

RE:

**Re-Kickoff Meeting**

Place:

PCIDs Office

Attendees:

Jennifer Harper

*PCID*

Scott Athey

*Lowe Engineers*

Michael Smith

*City of Dunwoody*

Bill Baker

*Perimeter Mall*

Kristen Wescott

*City of Sandy Springs*

France Campbell

*City of Sandy Springs*

Ruben Hovanesian

*City of Sandy Springs*

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**General Discussion:**

- i. Ms. Harper (PCID) opened the meeting by explaining the project and importance of gaining the support of all the municipalities involved in the trail corridors.
- ii. Ms. Harper further explained the Project Background and Purpose.
- iii. Mr. Athey took over to talk specifically about the current phase and project specifics.
  - a. Pre-Concept Work/ Scoping
    - i. Started with the Masterplan as the Guide
    - ii. Chose the most obvious routes in terms of score and reduction in trip
    - iii. Explored (5) initial trails and then an additional (3)
    - iv. Each of these trails was eliminated based off Owner meetings
    - v. Many of the parcels were being re-developed and will incorporate the Trail design into their design, per the Masterplan and cooperation from the Municipal Partners.
    - vi. Re-grouped and decided on (2) new trails with high visibility
  - b. Project Scope
    - i. GDOT's scoping phase (through ARC) was determined as the project per the ARC/GDOT funding code
      - 1. The project will develop Concept Designs for each corridor
      - 2. Other phase scope tasks will evaluate the Environmental Studies (NEPA) and resources for each corridor
      - 3. Determine a Concept level estimate for Construction/ Utilities/ Right-of-Way
      - 4. Conduct the Concept Team Meeting with GDOT and gain Concept approval
      - 5. Produce and achieve an Approved Concept Report
  - c. Trail Corridors
    - i. Ashford Dunwoody Road – from Hammond Drive to Perimeter Center West

- ii. Peachtree Dunwoody Road – from Hammond Drive to Central Parkway/  
Crestline Parkway
- d. Trail Cross-Section
  - i. Implementing the Masterplan full typical where possible
  - ii. Separates Bikes and Pedestrians
  - iii. Close evaluation and flexibility where needed
  - ADR
    - 1. 90% full masterplan typical section
    - 2. 10% brick “mixing area” for mall entries’ crossings, MARTA stop, and minimizing impacts to high voltage power poles
  - PDR
    - 1. 74% full masterplan typical section
    - 2. 4% compressed section – no brick buffer between bicycle pathway and pedestrian zone
    - 3. 12% brick “mixing area” for intersection crossings and reduced horizontal footprint
    - 4. 10% separated pedestrian zone, meandering to minimize tree impacts
- e. Initial Activities
  - i. Concept Design well advanced
  - ii. Environmental has started all studies and Agency coordination (long process)
  - iii. SUE has started and is conducting coordination with utility companies (Level – D)
  - iv. Concept Report has a draft version and awaiting resources, utilities and concept refinement for all the final parts
- f. Stakeholder Engagement
  - i. Continuous through the Concept and even into the next Phase of the project
  - ii. There will be impacts to private property for construction of the trails.
  - iii. (11) parcels for PDR, (1) for ADR
  - iv. Easements at the local level and coordinated through PCIDs. These will be purchased during the next phase of project
- g. Municipal Conformance
  - i. Case by Case basis and exceptions granted by the Municipality
  - ii. Impervious calculations, parking requirements, greenspace credits, setbacks, density calculations, relocation provision.
  - iii. Tree ordinance and stormwater (WQ/WV), working with the City moving forward.
- h. Schedule
- i. Other Discussion
  - i. Bill Baker, Perimeter Mall GM, mentioned that the mall is undergoing a “refresh” and working with an architectural team for improvements inside and outside the mall.

1. Mr. Baker recommended that the Design Team coordinate with the Mall Design Team to ensure no conflict and complimentary ideas.
  2. Jennifer Harper and Scott Athey (Lowe-PM) will meet with Mr. Baker during their next design charrette on October 18<sup>th</sup>/19<sup>th</sup>.
- ii. The City of Sandy Springs recommended obtaining a current version of the City's CTP once adopted to coordinate any recommendations for the Peachtree Dunwoody corridor.
  - iii. Kristen Wescott also inquired on the direct parcel connections to businesses along the PTD corridor.
  - iv. Scott Athey stated that this idea is being explored but the funding dictates equal treatment and it would need to be practiced for every parcel.
  - v. Ms. Wescott also expressed that any tree impacts and recompense would need to be coordinated with the City's Arborist and supplied the contact information.
  - vi. Michael Smith, City of Dunwoody, expressed that for horizontal projects that are exemptions and a case by case evaluation by the City. However, the current tree ordinance states that a 1:1 replacement if required.
  - vii. Mr. Baker expressed that some of the trees along the Mall's frontage need to come out for maintenance and other concerns.
  - viii. Other trees along the Mall's frontage, such as Crape Myrtles, wouldn't fall under the ordinance based off type and caliper.

Meeting adjourned

sma



**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 10-18-2016  
**RE:** Partnership Meeting for Local Coordination  
Cities of Brookhaven, Dunwoody, Sandy Springs, PCID & GDOT  
**Place:** Perimeter Mall, 4400 Ashford Dunwoody Rd, Suite 1360  
**Attendees:** Scott Athey Lowe Engineers (PM)  
Jennifer Harper PCIDs – Chief of Operations  
Nithin Gomez Gresham Smith  
Angela Parker City of Sandy Springs  
France Campbell City of Sandy Springs  
Michael Smith City of Dunwoody  
Andrew Thompson City of Brookhaven  
Butch Welch GDOT  
Marlo Clowers GDOT

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At the proper time, Mr. Scott Athey gave an update for discussion of the Commuter Trails project:

- The project has moved on from the earlier stages of trying to determine the most feasible corridors.
- The team worked through approximately 6 corridors with some level of concept design and/ or public owner meetings and outreach.
- The project then re-focused on two new corridors which were the most feasible.
  - Ashford Dunwoody Road – from Hammond Drive to Perimeter Center West
  - Peachtree Dunwoody Road – from Hammond Drive to Crestline Pkwy.
- The project has now developed the initial concept for each corridor.
- Mr. Athey shared the concept for each corridor with the audience
  - The typical section will separate bikes and pedestrians, but will be a much bigger facility than typical paths or sidewalks/ bike lanes.
  - The project will impact residents and easements will need to be secured under both temporary and permanent agreements.
- The project is currently conducting property owner meetings and trying to meet with the individual owners along each corridor.
- This is critical based off the description of the Scoping Study. This phase is meant to gauge feasibility and determine the proper project scope for the PE phase.
- The public outreach is a critical step for the project and the PCIDs is putting a large effort into the one-on-one meetings.
- There will likely be a public meeting at the end of this phase since there is local participation by the Local Sponsor (City of Dunwoody) and the other municipal partner (City of Sandy Springs).

Mr. Athey and Ms. Harper opened the room for questions:

- When will the scoping study be completed?
  - The project aims to be done in the Summer 2017
- Will the project impact trees and other landscaping and signs along the frontage?

- Yes, the project will impact landscaping and signage, but the PCIDs always leaves their projects better than they found them. We will be developing new Landscape and Hardscape plans to adhere to the PCIDs overlay standards and integrate with the overall Perimeter feel.
- What are the overall goals of the project?
  - To form better connectivity to the other bike/ped facilities in the area, both existing and planned with adjacent projects. This will also enhance the multi-modal options for the Perimeter area which currently experiences extreme congestion from vehicles. The project will also form extended connectivity to the three MARTA stations and compliment the numerous private developments and job centers that are underway.
- Jennifer Harper offered the Concept plans to any and all attendees as well as other literature for the Scoping project and the Masterplan, which as completed in past years.
- Scott informed the attendees that the owner meetings are active and will continue through the first of the year. A lot of the properties are national companies or establishments and scheduling the meetings is sometimes prolonged to meet with the proper contacts and owners.
- Scott further explained that SUE Level-D, potentially Survey and Enviromental Filed Studies is also underway or completed for the project. The personnel have the proper right of entry letters and sent out the proper notice. However, the Cities may still get questions from property owners and he will be happy to speak with anyone on specifics.
- Scott agreed to provide updates, through PCIDs, as the project progresses and final Concept and Concept Report were completed.

The meeting continued on with the set Agenda by the PCIDs.

Meeting adjourned

sma





## **AGENDA**

### **PCIDs: Project Programs Partnership Coordination Meeting Tuesday, October 18, 2016**

- I. Welcome – Yvonne Williams, President and CEO
- II. I285-400 Update – Butch Welch/Marlo Clowers
- III. Construction Outreach Update
- IV. Perimeter Connects Update
- V. Hammond Corridor Study and Last Mile Connectivity Update – Nithin Gomez, Gresham Smith Partners
- VI. Lake Hearn at Peachtree Dunwoody Rd. and Commuter Trails Update – Scott Athey, Lowe Engineers
- VII. City of Sandy Springs, Michelle Alexander, Community Development Director
  - Development Updates
- VIII. City of Dunwoody, Steve Foote, Community Development Director
  - Development Updates
- IX. City of Brookhaven, Ben Song, Community Development Director
  - Development Updates
- X. Comments and Suggestions – future topics
- XI. Adjourn



<b>Project:</b>	<b>PCIDs Commuter Trails (PI 0012876)</b>	
<b>Date:</b>	10-18-2016	
<b>RE:</b>	<b>Owner Meeting – Perimeter Mall</b>	
<b>Place:</b>	Perimeter Mall, 4400 Ashford Dunwoody Rd, Suite 1360	
<b>Attendees:</b>	Scott Athey	Lowe Engineers (PM)
	Jennifer Harper	PCIDs – Chief of Operations
	Bill Baker	General Growth – Perimeter Mall GM
	Robert Lynn	General Growth
	John Williams	General Growth

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**Discussion Points:**

- Jennifer Harper explained the history of the Commuter Trails Masterplan, initial filtering of corridors and the need and purpose of the project.
  - Commuter Trails and better connectivity within the larger Perimeter Area.
  - Pedestrian and Bike connectivity (separated within the typical section)
  - Transit Connectivity to other adjacent projects and ultimately the MARTA stations at Medical Center, Dunwoody and Sandy Springs.
  - The trail system will also connect to other private projects and, through extension, to the Path 400 through the 285/400 project.
- Jennifer Harper further explained the funding source (ARC/ GDOT Scoping Phase).
- Scott walked through the current conceptual drawing and the typical section and impacts right around the Mall frontage.
- Scott explained to Mr. Baker that the public outreach is all about feedback from the property owners. This applies to everything from their concerns with impacts to explaining the design and the GDOT or federal process tied to funding. For a project such as this, which includes aesthetic elements, comments regarding the frontage and landscaping is also an important element.
- Jennifer explained the property approach of the PCIDs.
  - They are not a full government entity with the ability to fully serve as a Local Sponsor with GDOT. The City of Dunwoody is the Local Sponsor with a IGA with the City of Sandy Springs.
  - The PCIDs does not own r/w and everything would be City owned r/w and easements.
  - The PCIDs completes owner meeting to ensure buy-in from all impacted property owners prior to advancing the project into the future phases which include r/w acquisition.
- Mr. Baker offered his thoughts on the project and specifics regarding his frontage.
  - The Mall is currently undergoing a facelift design by an Architectural team, both inside and out.
  - The changes could potentially impact the signage along the Ashford Dunwoody frontage, but it may remain the same based off new development regulations. The current sign is grandfathered under the old regs.
  - Scott expressed that the team could likely work around the current signing.
  - Mr. Baker stated that the current plan would involve some new signing at other locations along Ashford Dunwoody and his team would pass the information to Lowe and the PCIDs.
  - The project should not greatly impact the access points/ drives where the new signing is proposed.
- Mr. Baker had questions about the trees along the frontage and their removal.

- Scott expressed that the existing trees would definitely be impacted to some degree. This would be further clarified as the survey is complete. The recompense for trees would fall more under the local regulations. The team would need to work with the local government (Dunwoody) during the PE phase. Certain horizontal and transportation projects fall under exemptions, but that would be further coordinated.
  - Mr. Baker would like to see some of them be removed based off maintenance.
- Mr. Baker's biggest concern was parking.
  - Scott expressed that the existing parking should remain undisturbed and most of the improvements would be along the existing shoulder, although there will be work beyond the existing r/w, just not into the parking lot.
- Scott shared that, once the individual owner meetings are complete, the design team would coordinate with GDOT and the individual cities. But, a public meeting would likely take place after all of the owner meetings.
- Scott further explained the GDOT Scoping phase and the process. He explained the current schedule and tasks as it relates to the overall long-term schedule for a construction project.

#### Summation

- Mr. Baker expressed that overall, his organization, really likes the project and looks forward to coordinating moving forward.

Meeting adjourned

sma



**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 11-17-2016  
**RE:** Project Status/ Coordination Meeting  
**Place:** GDOT – Office of Program Delivery – Conference Room  
**Attendees:** Sign-in Sheet (attached)

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Discussion Points:

**Introduction:**

- Scott Athey (Consultant PM) gave a brief update on the current status of the project. The project is currently conducting individual owner meetings, prior to any Public Meeting, to ensure buy-in for the overall goals of the project as well as the conceptual ideas created by the design team.
  - The concept design is being revised and refined as different coordination meetings take place with the individual owners as well as the municipalities (*Dunwoody & Sandy Springs*).
  - Additionally, the City of Sandy Springs has been in the process of completing an update to their overall Comp Plan and the team met with this Project Stakeholder on Wednesday – November 16<sup>th</sup> for input and how this project integrates with their vision for Peachtree Dunwoody Road corridor.
  - NEPA initial field studies and resource identification have been completed and await final r/w and easement definition for the individual reports.
  - SUE Level-D has been completed for the project recently as well.
  - Draft Concept Report is in process.

**Stakeholder Input/ Public Outreach:**

- Jennifer Harper (PCIDs) briefly explained the approach of the CID for property impacts and r/w acquisition.
  - The CID does not technically own r/w and always operate through the local sponsor (City of Dunwoody for this project). However, they never exercise condemnation and always ensure that the stakeholders of the District are in full support of the project and its benefits.
  - This typically results in a smoother transition to the r/w acquisition phase later in the project through a full understanding of the project impacts and acquisition needs of the project from the individual property owners.
  - This also helps the stakeholders to give their input individually.
  - This approach causes the public outreach to take longer, but is more advantageous for the project overall.
- Peter Emmanuel (GDOT) expressed his support for such a heavy outreach effort and the documentation this provides to support the overall concept and serves the purpose of the Scoping Study phase by generating true support for the project and other obstacles later in the PE phase.
- Scott stated, to date, there has been a large public outreach effort.
  - In addition to the current public outreach efforts, the design team previously met with several other owners to filter the potential project corridors within the Perimeter Commuter Trails Masterplan from the larger list down to the (2) trail corridors now being moved forward through Concept development.

- Peter recommended creating a Meeting Synopsis for all meetings conducted and include this within the Concept Report. The full meeting notes would be included in the Appendices for the report.
- Scott agreed and stated that he would begin to complete this synopsis and send to Oluchukwu Anyaebosi (GDOT – PM) to fully detail the full public outreach conducted since the GDOT PM has been transitioned several times.

#### **Concept Report:**

- Peter feels pretty confident that the scope of the project fits the characteristics of a streamlined Concept Report (*Limited Scope Template*).
- If there are additional items that the Design Team feels need to be included, which exceed the Limited Scope Template, these items should be pointed out to Peter and Olu for their review of the Draft Concept Report.
- Scott expressed his agreement with these sentiments and confirmed that the Draft Concept Report started by the Design Team was utilizing the Limited Scope Concept Report template.

#### **NEPA:**

- OES representatives joined the meeting (Doug Chamblin & Jeffrey Garnett)
- At the request of Doug, Jennifer (PCIDs) gave a brief description of the project and a little of the history.
- Jim Woodson (Edwards-Pitman) confirmed the early comments regarding the status of the resources and the draft reports for submittal.
- Peter inquired from OES on whether the document type for the project should be assumed to be a Categorical Exclusion (CE) or a Programmatic Categorical Exclusion (PCE).
- Doug stated that a CE was likely the appropriate choice based off the Public Outreach efforts.
- Doug confirmed that a NEPA specialist should be assigned to the project today.

#### **PFA:**

- Peter referenced the PFA with the City of Dunwoody and the local responsibilities.
- After a few comments related to the local sponsor, Scott & Jennifer clarified a few specifics on the project:
  - The Local Sponsor is the City of Dunwoody with cooperation amongst jurisdictions with City of Sandy Springs.
  - The overall project involves (2) separate corridors. The first corridor is within the City of Dunwoody and DeKalb County. The second corridor/trail is within the City of Sandy Springs and Fulton County.
  - This is typically the case for most PCIDs projects since the CID District limits cross several municipalities.
- Peter inquired on whether any future phases (PE) would likely continue with City of Dunwoody as the Lead.
  - Jennifer confirmed this to be the case, but it would need final approval from the City of Dunwoody.
  - Mindy Sanders (City of Dunwoody) agreed that would likely be the case and that the City would form intergovernmental agreements with the City of Sandy Springs which is pretty common for projects within the Perimeter area.

**Utilities:**

- Peter mentioned this would be the final element of the Scoping Phase and confirmed that the Locals (Dunwoody/PCIDs) would be responsible for the concept level utility estimate.
- Scott stated that, based off this requirement, the design team has completed SUE-Level D for the project and have now incorporated that into the design files.
- Peter requested that we send the SUE data to Raymond Chandler for review and comment.

**Lighting:**

- Peter inquired on whether lighting would be a part of the project.
- Scott & Jennifer confirmed that the corridors do presently consist of lighting along the shoulders and the ultimate project would include lighting as a part of the Commuter Trail typical section.
- Jennifer shared the approach of the PCIDs for past projects and pulling the lighting out as a separate expense.
- Peter felt that an exemption may apply for a lot of lighting requirements based on the off-system nature of the project and the individual leasing programs of the municipalities with GaPower for the lighting.
- Olu will coordinate a few questions related to the lighting requirements for the project and Scott will furnish him with the draft concept layout for each corridor (PDF).

**Survey Database:**

- Scott inquired whether it was acceptable to complete the survey database in the scoping phase. It was included in the original schedule activities from GDOT, but removed with the issuance of a new iteration of the project schedule.
- Jennifer confirmed that the project limits are fairly straightforward and unlikely to change. Furthermore, the detailed data would be helpful in determining certain design elements.
- Peter confirmed that he would support that task being completed as part of the Scoping, especially since the utilities are part of the PFA and SUE-Level D has been completed. The field run survey would help to validate the SUE data.

**Action Items:**

- Scott Athey (Consultant PM) to submit the following:
  - SUE data for review and comment
  - Concept Displays for both corridors (with typical section) for coordination of lighting requirements by the GDOT PM
  - Jim Woodson to coordinate with newly assigned OES NEPA specialists for potentially submitting draft reports for comment at the proper time.
  - Draft Concept Report by the end of the year or first two weeks of January - for review by Olu and Peter for general comments although it may lack certain details for items in process.

Meeting adjourned

sma

# MEETING SIGN-IN SHEET

**Project: 0012876**

**Date: November 17, 2016**

Time: 1:30 PM

**Facilitator: Oluchukwu Anyaebosi**

**Place/Room: OGC Atlanta, 25CR1L2**

[illegible]



**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 12-01-2016  
**RE:** Owner Meeting – Microtel Hotel  
**Place:** Perimeter Community Improvement Districts (PCIDs) - OFFICE/ Conf Room  
**Attendees:** Scott Athey Lowe Engineers (PM)  
Bruce Landis Sprinkle/ Deputy PM  
Jennifer Harper PCIDs – Chief of Operations  
Shannon Woolard Summit Mgmt – Microtel

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**Discussion Points:**

- Scott Athey and Bruce Landis explained the history of the Commuter Trails Masterplan, initial filtering of corridors and the need and purpose of the project.
  - Commuter Trails and better connectivity within the larger Perimeter Area.
  - Pedestrian and Bike connectivity (separated within the typical section)
  - Transit Connectivity to other adjacent projects and ultimately the MARTA stations at Medical Center, Dunwoody and Sandy Springs.
  - The trail system will also connect to other private projects and, through extension, to the Path 400 through the 285/400 project.
- Jennifer Harper further explained the funding source (ARC/ GDOT Scoping Phase).
- Scott and Bruce walked through the current conceptual drawing and the typical section and impacts right around the Microtel property.
- Ms. Woolard expressed her support for the overall project and the goals and objectives.
- Ms. Woolard further discussed the Microtel property, more specifically, looking into the future.
  - The owners and management company have been reviewing the possibility of better utilization of the frontage along the property.
  - This could include a restaurant, open café and other uses.
  - These would tie very well to the Commuter Trail system along the shoulder of Peachtree Dunwoody Rd.
- Scott Athey explained the current phase of the project and the details of the Scoping Phase for GDOT.
  - The Concept Report, final NEPA reports and other tasks would be completed Spring/ Early Summer of 2017.
- Bruce Landis discussed the field visits and other data reviewed by the design team that are important to property owners – trees and landscaping.
  - Bruce explained that the design team would work with the City for local requirements related to tree recompense as well as the individual owners for their preference.
  - These details would be defined in the further phases of the Design/Construction plans.
  - Jennifer confirmed that all PCIDs projects always include aesthetic elements with the PCIDs overlay standards. These elements would be complimentary to the properties and appropriate for a Commuter Trail corridor with attention to types of landscaping and canopy feel.
  - The overall project serves the purpose of promoting multi-modal, transit connectivity and an amenity to enjoyed by all.
- Jennifer discussed the current update to the Sandy Springs Comp plan which is underway.
  - The City just recently shared the plan contents with the project team.



- The plan envisions similar uses along the corridor and the property owners would be required to adhere to that adopted plan for any redevelopment and uses moving into the future.
- The City could choose to assist the project moving forward based off the newly passed Fulton SPLOST which includes Sandy Springs.
- The only funded project currently is the GDOT Scoping Phase.
- These details would be further coordinated between PCIDs, Sandy Springs and ARC.
- Jennifer explained the property approach of the PCIDs.
  - They are not a full government entity with the ability to fully serve as a Local Sponsor with GDOT. The City of Dunwoody is the Local Sponsor with a IGA with the City of Sandy Springs.
  - The PCIDs does not own r/w and everything would be City owned r/w and easements.
  - The PCIDs completes owner meeting to ensure buy-in from all impacted property owners prior to advancing the project into the future phases which was include r/w acquisition.
- Scott shared that, once the individual owner meetings are complete, the design team would coordinate with GDOT and the individual cities. But, a public meeting would likely take place after all of the owner meetings.

**Summation:**

- Ms. Woolard did not have any additional questions. She loves the idea.
- She will continue to coordinate with the design team and the PCIDs on any details related to redevelopment or other plans for the Microtel property.

Meeting adjourned

sma

# **Stakeholder / Public Involvement Meeting Log**

## **Peachtree-Dunwoody Rd. (Hammond to Crestline/Central Parkway segment)**

### **Multi-Use Pathway - Concept Design Development Phase**

Property Tax I.D.: 17 0018 LL0401 (MicroTel Hotel)

Owner Listed in County Tax records: GHG PERIMETER L L C

Responding Owner's representative:

Ms. Shannon Woolard – Summit Management Corp.

Date and location of first meeting: Dec 1, 2016 1PM- PCIDs' offices, 1100 Abernathy Rd, NE Sandy Springs, GA

Topics covered:

- Description of PCIDs' purpose and goals, operations, and functions
- PCIDs' specific role in this project; roles of the City.
- Context of this project; evolving character of PCIDs; *Commuter Trails Master Plan* implementation; alignment with Sandy Springs' *Comprehensive Plan*; linkage to GA 400 Pathway; etc
- Outline of purpose and need
- Stage of project
- Physical description of the project – implement character and function established in *Commuter Trails Master Plan* and precedent plans (i.e., preserving pedestrian comfort and convenience; accommodating pedestrian flows; providing conflict-free operational area for faster-moving users such as bicyclists, runners, etc; providing an aesthetic travel corridor reflective of the quality of development and life for PCIDs' business invitees, employees, Districts' visitors and residents).
- Connectivity and consistency with existing, programmed and planned transportation facilities
- Potential for direct connection(s) to adjoining properties' existing buildings and planned development
- Discussion of property owner(s)' and or tenants' needs and potential future plans
- Outline of ways and means of collaboration

Questions asked by property owner's representative:

*When would construction likely happen? May we also have a direct connection to the pathway from a future patio area in the front of our property? Can we also drive golf carts on the pathway?*

Significant statements made:

*"This is an awesome project; very much needed. We would like to be considered for bike share type facility to be placed on our property."*

Actions agreed upon (on above date):

PCIDs' and property owner representative commits to staying in touch as the project progresses.



<b>Project:</b>	<b>PCIDs Commuter Trails (PI 0012876)</b>	
<b>Date:</b>	12-02-2016	
<b>RE:</b>	<b>Owner Meeting – LaQuinta Inn &amp; Suites</b>	
<b>Place:</b>	Perimeter Community Improvement Districts (PCIDs) - OFFICE/ Conf Room	
<b>Attendees:</b>	Scott Athey	Lowe Engineers (PM)
	Bruce Landis	Sprinkle/ Deputy PM
	Jennifer Harper	PCIDs – Chief of Operations
	Andre R. Moret	LaQuinta Mgmt

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**Discussion Points:**

- Scott Athey and Bruce Landis explained the history of the Commuter Trails Masterplan, initial filtering of corridors and the need and purpose of the project.
  - Commuter Trails and better connectivity within the larger Perimeter Area.
  - Pedestrian and Bike connectivity (separated within the typical section)
  - Transit Connectivity to other adjacent projects and ultimately the MARTA stations at Medical Center, Dunwoody and Sandy Springs.
  - The trail system will also connect to other private projects and, through extension, to the Path 400 through the 285/400 project.
- Jennifer Harper further explained the funding source (ARC/ GDOT Scoping Phase).
- Scott and Bruce walked through the current conceptual drawing and the typical section and impacts right around the LaQuinta property.
- Scott explained to Mr. Moret that the public outreach is all about feedback from the property owners. This applies to everything from their concerns with impacts to explaining the design and the GDOT or federal process tied to funding. For a project such as this, which includes aesthetic elements, comments regarding the frontage and landscaping is also an important element.
- Jennifer discussed the current update to the Sandy Springs Comp plan which is underway.
  - The City just recently shared the plan contents with the project team.
  - The plan envisions similar uses along the corridor and the property owners would be required to adhere to that adopted plan for any redevelopment and uses moving into the future.
  - The City could choose to assist the project moving forward based off the newly passed Fulton SPLOST which includes Sandy Springs.
  - The only funded project currently is the GDOT Scoping Phase.
  - These details would be further coordinated between PCIDs, Sandy Springs and ARC.
- Jennifer explained the property approach of the PCIDs.
  - They are not a full government entity with the ability to fully serve as a Local Sponsor with GDOT. The City of Dunwoody is the Local Sponsor with a IGA with the City of Sandy Springs.
  - The PCIDs does not own r/w and everything would be City owned r/w and easements.
  - The PCIDs completes owner meeting to ensure buy-in from all impacted property owners prior to advancing the project into the future phases which was include r/w acquisition.
- Scott shared that, once the individual owner meetings are complete, the design team would coordinate with GDOT and the individual cities. But, a public meeting would likely take place after all of the owner meetings.
- Scott further explained the GDOT Scoping phase and the process. He further explained the current schedule and tasks as it relates to the overall long-term schedule for a construction project.

- Mr. Moret offered his overall thoughts on the project.
- Overall, his organization and himself personally are very much in favor of the project.
- Mr. Moret asked about further documents for the project.
- Jennifer offered the instructions to retrieving the Masterplan and other documents explaining the project.

#### Summation

- Mr. Moret will further coordinate with his constituents internally and return any specific comments related to the trail and the LaQuinta property if there are any concrete plans to change the property which could impact the Trails project.

Meeting adjourned

sma

# **Stakeholder / Public Involvement Meeting Log**

## **Peachtree-Dunwoody Rd. (Hammond to Crestline/Central Parkway segment)**

### **Multi-Use Pathway - Concept Design Development Phase**

Property Tax I.D.: 17 0018 LL0989 (La Quinta Inns & Suites)

Owner Listed in County Tax records: BRE LQ PROP LLC

Responding Owner's representative:

Andre Moret - LaQuinta Inns & Suites

Date and location of first meeting: December 2, 2016, 9:30 AM. PCIDs offices at 1100 Abernathy Rd., NE, Sandy Springs, GA

Topics covered:

- Description of PCIDs' purpose and goals, operations, and functions
- PCIDs' specific role in this project; roles of the City.
- Context of this project; evolving character of PCIDs; *Commuter Trails Master Plan* implementation; alignment with Sandy Springs' *Comprehensive Plan*; linkage to GA 400 Pathway; etc
- Outline of purpose and need
- Stage of project
- Physical description of the project – implement character and function established in *Commuter Trails Master Plan* and precedent plans (i.e., preserving pedestrian comfort and convenience; accommodating pedestrian flows; providing conflict-free operational area for faster-moving users such as bicyclists, runners, etc; providing an aesthetic travel corridor reflective of the quality of development and life for PCIDs' business invitees, employees, Districts' visitors and residents).
- Connectivity and consistency with existing, programmed and planned transportation facilities
- Potential for direct connection(s) to adjoining properties' existing buildings and planned development
- Discussion of property owner(s)' and or tenants' needs and potential future plans
- Outline of ways and means of collaboration

Questions asked by property owner's representative:

*When would construction likely happen? Would be interested in a direct connection of their building entrance to the pathway.*

Significant statements made:

*We would like to be considered for bike share type facility to be placed on our property." While I (Andre) am fairly new to the area, I can definitely see the value this project will bring to us.*

Actions agreed upon (on above date):

PCIDs' and property owner representative commits to staying in touch as the project progresses.



**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 12-06-2016  
**RE:** **Owner Meeting – 6160 Peachtree Dunwoody Rd**  
**Dunwoody Springs Office Center**  
Multiple Owners  
**Place:** Perimeter Community Improvement Districts (PCIDs) - OFFICE/ Conf Room  
**Attendees:** Scott Athey Lowe Engineers (PM)  
Bruce Landis Sprinkle/ Deputy PM  
Jennifer Harper PCIDs – Chief of Operations  
Jerry Buckner Buckner & Co.  
Donald R. Boykin DRB Consulting  
Mark Olsen President

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**Discussion Points:**

- Jennifer Harper provided introduction and stated goals/objectives of the project.
- Scott Athey and Bruce Landis explained the history of the Commuter Trails Masterplan, initial filtering of corridors and the need and purpose of the project.
  - Commuter Trails and better connectivity within the larger Perimeter Area.
  - Pedestrian and Bike connectivity (separated within the typical section)
  - Transit Connectivity to other adjacent projects and ultimately the MARTA stations at Medical Center, Dunwoody and Sandy Springs.
  - The trail system will also connect to other private projects and, through extension, to the Path 400 through the 285/400 project.
- Jennifer Harper further explained the funding source (ARC/ GDOT Scoping Phase).
- Scott and Bruce walked through the current conceptual drawing and the typical section and impacts right around the property.
- Scott explained the survey mobilization starting up.
- Scott explained that the public outreach is all about feedback from the property owners. This applies to everything from their concerns with impacts to explaining the design and the GDOT or federal process tied to funding. For a project such as this, which includes aesthetic elements, comments regarding the frontage and landscaping is also an important element.
- Jennifer discussed the current update to the Sandy Springs Comp plan which is underway.
  - The City just recently shared the plan contents with the project team.
  - The plan envisions similar uses along the corridor and the property owners would be required to adhere to that adopted plan for any redevelopment and uses moving into the future.
  - The City could choose to assist the project moving forward based off the newly passed Fulton SPLOST which includes Sandy Springs.
  - The only funded project currently is the GDOT Scoping Phase.
  - These details would be further coordinated between PCIDs, Sandy Springs and ARC.
- Jennifer explained the property approach of the PCIDs.
  - They are not a full government entity with the ability to fully serve as a Local Sponsor with GDOT. The City of Dunwoody is the Local Sponsor with a IGA with the City of Sandy Springs.
  - The PCIDs does not own r/w and everything would be City owned r/w and easements.

- The PCIDs completes owner meeting to ensure buy-in from all impacted property owners prior to advancing the project into the future phases which will include r/w acquisition.
- Scott shared that, once the individual owner meetings are complete, the design team would coordinate with GDOT and the individual cities. But, a public meeting would likely take place after all of the owner meetings.
- Scott further explained the GDOT Scoping phase and the process. He further explained the current schedule and tasks as it relates to the overall long-term schedule for a construction project.
- Mr. Buckner questioned the impacts of the project to the property. He also had questions regarding slope, concerns regarding detention ponds. However, he introduced the idea of highlighting them.
- Scott explained that the design team would be working through all of those final decisions during the PE phase of the project and the Concept is just that. Slopes, Walls and other elements can modify the impacts along the frontage of a property.
- For the benefits, Bruce explained the attractiveness of pedestrian and bike connectivity as well as the trends in today's markets with having these items right at your front door.
- Mr. Buckner expressed his understanding and that he did indeed understand the project as providing some very positive things for the corridor.
- Mr. Olsen stated an understanding of the benefit of the project but did have questions about "Georgia Power" estimate.
- Jennifer explained that the project team has been informed of a power easement that exists for underground and above ground facilities along the west side of Peachtree Dunwoody. The design team is connecting the dots now between a SUE Level-D analysis that was conducted and the Survey which is now mobilizing. The deed research should turn up anything that was recorded.

#### Summation

- The owners like the idea and want to see more details regarding the project as it moves forward.

Meeting adjourned

sma

# Stakeholder / Public Involvement Meeting Log

## Peachtree-Dunwoody Rd. (Hammond to Crestline/Central Parkway segment)

### Multi-Use Pathway - Concept Design Development Phase

Property Tax I.D.: 17 001800070106

Owner Listed in County Tax records: DUNWOODY TWO TEN LLC

Responding Owner's representative:

Mark Olson, CDI Credit

Donald Boyken, FRICS, FAACE, CCP- DRB Consulting, LLC

Jerry Buckner, Buckner & company

Date and location of first meeting: Dec. 6, 2016, 9:30 am at PCIDs' Offices, 1100 Abernathy Rd, NE, Sandy Springs, GA

Topics covered:

- Description of PCIDs' purpose and goals, operations, and functions
- PCIDs' specific role in this project; roles of the City.
- Context of this project; evolving character of PCIDs; *Commuter Trails Master Plan* implementation; alignment with Sandy Springs' *Comprehensive Plan*; linkage to GA 400 Pathway; etc
- Outline of purpose and need
- Stage of project
- Physical description of the project – implement character and function established in *Commuter Trails Master Plan* and precedent plans (i.e., preserving pedestrian comfort and convenience; accommodating pedestrian flows; providing conflict-free operational area for faster-moving users such as bicyclists, runners, etc; providing an aesthetic travel corridor reflective of the quality of development and life for PCIDs' business invitees, employees, Districts' visitors and residents).
- Connectivity and consistency with existing, programmed and planned transportation facilities
- Potential for direct connection(s) to adjoining properties' existing buildings and planned development
- Discussion of property owner(s)' and or tenants' needs and potential future plans
- Outline of ways and means of collaboration

Questions asked by property owner's representative:

*Show us the signage relocation details. May we also have a direct connection to the pathway point traversing the SE portion of our property?*

Significant statements made:

*We hope that the grade transitions can be gentle, minimizing individual retaining wall heights. We see this project as ultimately benefitting our property. Keep appearance "open". Can you screen off our stormwater- or run a path through that? Show us a cross-section.*

Actions agreed upon (on above date):

PCIDs' and property owner representative commits to staying in touch as the project progresses.





**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 12-06-2016  
**RE:** Owner Meeting – LaQuinta Inn & Suites  
**Place:** Perimeter Community Improvement Districts (PCIDs) - OFFICE/ Conf Room  
**Attendees:** Scott Athey Lowe Engineers (PM)  
Bruce Landis Sprinkle/ Deputy PM  
Jennifer Harper PCIDs – Chief of Operations  
Andre Frech Sharpshooter USA

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**Discussion Points:**

- Jennifer Harper provided introduction and stated goals/objectives of the project.
- Scott Athey and Bruce Landis explained the history of the Commuter Trails Masterplan, initial filtering of corridors and the need and purpose of the project.
  - Commuter Trails and better connectivity within the larger Perimeter Area.
  - Pedestrian and Bike connectivity (separated within the typical section)
  - Transit Connectivity to other adjacent projects and ultimately the MARTA stations at Medical Center, Dunwoody and Sandy Springs.
  - The trail system will also connect to other private projects and, through extension, to the Path 400 through the 285/400 project.
- Jennifer Harper further explained the funding source (ARC/ GDOT Scoping Phase).
- Scott and Bruce walked through the current conceptual drawing and the typical section and impacts right around the property.
- Scott explained the survey mobilization starting up.
- Scott explained that the public outreach is all about feedback from the property owners. This applies to everything from their concerns with impacts to explaining the design and the GDOT or federal process tied to funding. For a project such as this, which includes aesthetic elements, comments regarding the frontage and landscaping is also an important element.
- Jennifer discussed the current update to the Sandy Springs Comp plan which is underway.
  - The City just recently shared the plan contents with the project team.
  - The plan envisions similar uses along the corridor and the property owners would be required to adhere to that adopted plan for any redevelopment and uses moving into the future.
  - The City could choose to assist the project moving forward based off the newly passed Fulton SPLOST which includes Sandy Springs.
  - The only funded project currently is the GDOT Scoping Phase.
  - These details would be further coordinated between PCIDs, Sandy Springs and ARC.
- Jennifer explained the property approach of the PCIDs.
  - They are not a full government entity with the ability to fully serve as a Local Sponsor with GDOT. The City of Dunwoody is the Local Sponsor with a IGA with the City of Sandy Springs.
  - The PCIDs does not own r/w and everything would be City owned r/w and easements.
  - The PCIDs completes owner meeting to ensure buy-in from all impacted property owners prior to advancing the project into the future phases which was include r/w acquisition.
- Scott shared that, once the individual owner meetings are complete, the design team would coordinate with GDOT and the individual cities. But, a public meeting would likely take place after all of the owner meetings.

- Scott further explained the GDOT Scoping phase and the process. He further explained the current schedule and tasks as it relates to the overall long-term schedule for a construction project.
- Mr. Frech relayed thoughts from residents and “low priority” that pedestrian/bike lanes have taken in the past.
- Mr. Frech also asked about signage.

#### Summation

- Mr. Frech stated that there was good support from the overall 500 residents and Master Association is the best communication tool.

Meeting adjourned

sma

# **Stakeholder / Public Involvement Meeting Log**

## **Peachtree-Dunwoody Rd. (Hammond to Crestline/Central Parkway segment)**

### **Multi-Use Pathway - Concept Design Development Phase**

Property Tax I.D.: 17 001800050017

Owner Listed in County Tax records: LANDINGS OWNERS ASSOC

Responding Owner's representative:

Andre French (Representing the three HOAs – The Master Association)

Date and location of first meeting: December 6, 2016, 2:30 PM – PICDs' Offices, 1100 Abernathy Road, Sandy Springs, GA

Topics covered:

- Description of PCIDs' purpose and goals, operations, and functions
- PCIDs' specific role in this project; roles of the City.
- Context of this project; evolving character of PCIDs; *Commuter Trails Master Plan* implementation; alignment with Sandy Springs' *Comprehensive Plan*; linkage to GA 400 Pathway; etc
- Outline of purpose and need
- Stage of project
- Physical description of the project – implement character and function established in *Commuter Trails Master Plan* and precedent plans (i.e., preserving pedestrian comfort and convenience; accommodating pedestrian flows; providing conflict-free operational area for faster-moving users such as bicyclists, runners, etc; providing an aesthetic travel corridor reflective of the quality of development and life for PCIDs' business invitees, employees, Districts' visitors and residents).
- Connectivity and consistency with existing, programmed and planned transportation facilities
- Potential for direct connection(s) to adjoining properties' existing buildings and planned development
- Discussion of property owner(s)' and or tenants' needs and potential future plans
- Outline of ways and means of collaboration

Questions asked by property owner's representative:

*When would construction likely happen?*

Significant statements made:

*"This is a very beneficial project and our residents will benefit from it."*

Actions agreed upon (on above date):

PCIDs' and property owner representative commits to staying in touch as the project progresses. Andre affirmed that he will be the representative to communicate/liaison with the three HOAs [The Master Association]



**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 12-06-2016  
**RE:** Owner Meeting – LaQuinta Inn & Suites  
**Place:** Sharpshooters USA, Alpharetta Hwy  
(Ken Burson's Company)  
**Attendees:** Scott Athey Lowe Engineers (PM)  
Bruce Landis Sprinkle/ Deputy PM  
Jennifer Harper PCIDs – Chief of Operations  
Ken Burson Land Owner (Parcel 11 strip)

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**Discussion Points:**

- Jennifer Harper provided introduction and stated goals/objectives of the project.
- Scott Athey and Bruce Landis explained the history of the Commuter Trails Masterplan, initial filtering of corridors and the need and purpose of the project.
  - Commuter Trails and better connectivity within the larger Perimeter Area.
  - Pedestrian and Bike connectivity (separated within the typical section)
  - Transit Connectivity to other adjacent projects and ultimately the MARTA stations at Medical Center, Dunwoody and Sandy Springs.
  - The trail system will also connect to other private projects and, through extension, to the Path 400 through the 285/400 project.
- Jennifer Harper further explained the funding source (ARC/ GDOT Scoping Phase).
- Scott and Bruce walked through the current conceptual drawing and the typical section and impacts right around the property.
- Scott explained the survey mobilization starting up.
- Scott explained that the public outreach is all about feedback from the property owners. This applies to everything from their concerns with impacts to explaining the design and the GDOT or federal process tied to funding. For a project such as this, which includes aesthetic elements, comments regarding the frontage and landscaping is also an important element.
- Jennifer discussed the current update to the Sandy Springs Comp plan which is underway.
  - The City just recently shared the plan contents with the project team.
  - The plan envisions similar uses along the corridor and the property owners would be required to adhere to that adopted plan for any redevelopment and uses moving into the future.
  - The City could choose to assist the project moving forward based off the newly passed Fulton SPLOST which includes Sandy Springs.
  - The only funded project currently is the GDOT Scoping Phase.
  - These details would be further coordinated between PCIDs, Sandy Springs and ARC.
- Jennifer explained the property approach of the PCIDs.
  - They are not a full government entity with the ability to fully serve as a Local Sponsor with GDOT. The City of Dunwoody is the Local Sponsor with a IGA with the City of Sandy Springs.
  - The PCIDs does not own r/w and everything would be City owned r/w and easements.
  - The PCIDs completes owner meeting to ensure buy-in from all impacted property owners prior to advancing the project into the future phases which was include r/w acquisition.

- Scott shared that, once the individual owner meetings are complete, the design team would coordinate with GDOT and the individual cities. But, a public meeting would likely take place after all of the owner meetings.
- Scott further explained the GDOT Scoping phase and the process. He further explained the current schedule and tasks as it relates to the overall long-term schedule for a construction project.
- Mr. Burson does not deal in the Perimeter Area much anymore, but he developed/built a lot along Peachtree Dunwoody Road.
- Mr. Burson talked about the strips on each end of Peachtree Dunwoody Road and the past property history.
- Mr. Burson recommended that Dunwoody Springs Drive needs to be public and the access worked out.

#### Summation

- The owners like the idea and want to see more details regarding the project.

Meeting adjourned

sma

# **Stakeholder / Public Involvement Meeting Log**

## **Peachtree-Dunwoody Rd. (Hammond to Crestline/Central Parkway segment)**

### **Multi-Use Pathway - Concept Design Development Phase**

Property Tax I.D.: 17 0018 LL0609

Owner Listed in County Tax records: BURSON CLAIRE L

Responding Owner's representative: Kenneth L. Burson, Sharp Shooters USA

Date and location of first meeting: Dec.6, 2016, 11:15 am. – Sharpshooters USA, 11261 Alpharetta Hwy, Roswell, GA 30076

Topics covered:

- Description of PCIDs' purpose and goals, operations, and functions
- PCIDs' specific role in this project; roles of the City.
- Context of this project; evolving character of PCIDs; *Commuter Trails Master Plan* implementation; alignment with Sandy Springs' *Comprehensive Plan*; linkage to GA 400 Pathway; etc
- Outline of purpose and need
- Stage of project
- Physical description of the project – implement character and function established in *Commuter Trails Master Plan* and precedent plans (i.e., preserving pedestrian comfort and convenience; accommodating pedestrian flows; providing conflict-free operational area for faster-moving users such as bicyclists, runners, etc; providing an aesthetic travel corridor reflective of the quality of development and life for PCIDs' business invitees, employees, Districts' visitors and residents).
- Connectivity and consistency with existing, programmed and planned transportation facilities
- Potential for direct connection(s) to adjoining properties' existing buildings and planned development
- Discussion of property owner(s)' and or tenants' needs and potential future plans
- Outline of ways and means of collaboration

Questions asked by property owner's representative:

*When would construction likely happen?*

Significant statements made:

*"I support this project; let me know what I can do to help it move along".*

Actions agreed upon (on above date):

PCIDs' and property owner representative commits to staying in touch as the project progresses.



**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 12-20-2016  
**RE:** **Owner Meeting – Colliers International** (Publix Shopping Center)  
**Place:** Colliers International, 1230 Peachtree Street, Suite 800, Atlanta, GA  
Freedom Conf Room  
**Attendees:** Scott Athey Lowe Engineers (PM)  
Bruce Landis Sprinkle/ Deputy PM  
Jennifer Harper PCIDs – Chief of Operations  
Bonni Whitehead Colliers International – Senior Property Manager

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Discussion Points:

- Jennifer explained the history of the PCIDs and the Commuter Trails Masterplan, initial filtering of corridors and the need and purpose of the project.
  - Commuter Trails and better connectivity within the larger Perimeter Area.
  - Pedestrian and Bike connectivity (separated within the typical section)
  - Transit Connectivity to other adjacent projects and ultimately the MARTA stations at Medical Center, Dunwoody and Sandy Springs.
  - The trail system will also connect to other private projects and, through extension, to the Path 400 through the 285/400 project.
- Jennifer explained the property approach of the PCIDs.
  - They are not a full government entity with the ability to fully serve as a Local Sponsor with GDOT. The City of Dunwoody is the Local Sponsor with a IGA with the City of Sandy Springs.
  - The PCIDs does not own r/w and everything would be City owned r/w and easements.
  - The PCIDs completes owner meeting to ensure buy-in from all impacted property owners prior to advancing the project into the future phases which was include r/w acquisition.
- Jennifer introduced the project team and roles.
- Scott explained the funding source and requirements (ARC/ GDOT Scoping Phase).
  - Bonni asked about where the funding comes from?
  - Jennifer responded to explain that the funding doesn't require any additional monies from the PCIDs District members. The funding has been allocated through ARC and is administered by GDOT. The PE phase and the Construction dollars have not been secured yet.
  - Jennifer further explained how "matching funds" works.
- Scott and Bruce walked through the current conceptual drawing and the typical section and impacts or potential impacts to the Colliers property.
  - Bonnie asked about the trees on the property and whether they would be impacted?
  - Scott explained that they would likely be impacted, but owner feedback can help us to decipher between the city requirements for local ordinances and the owners wishes for items that could potentially be avoided.
  - Bruce explained that the impacts and section across the Colliers property really limits major impacts and avoids the loss of any parking. Although, a small wall could potentially be required once we get into detailed design.

- Jennifer added that landscaping is typically a part of the PCIDs projects and we would work with the owners to ensure the plan is accepted and compliments the property.
- Bonnie expressed that she is big advocate for the project and sees the benefit to all in the area.
- Bonnie will take all the information back to her superiors, who will give final approval, and communicate back with us for any questions or feedback.
- Jennifer shared with Bonnie where documents and the past Masterplan can be located online.

**Summation:**

- Colliers supports the project and will follow up with PCIDs and the design team with any concerns or questions.

Meeting adjourned

sma



# **Stakeholder / Public Involvement Meeting Log**

## **Peachtree-Dunwoody Rd. (Hammond to Crestline/Central Parkway segment)**

### **Multi-Use Pathway - Concept Design Development Phase**

Property Tax I.D. 17 0018 LL0971 (Publix-anchored retail shopping center)

Owner Listed in County Tax records: WB HOLDINGS LLC

Responding Owner's representative:

Bonni Whitehead

Kaitlyn

Kelly (via phone)

Date and location of first meeting: Dec. 20, 2017 Colliers International, Promenade, Suite 800, 1230 Peachtree street, NE, Atlanta, GA

Topics covered:

- Description of PCIDs' purpose and goals, operations, and functions
- PCIDs' specific role in this project; roles of the City.
- Context of this project; evolving character of PCIDs; *Commuter Trails Master Plan* implementation; alignment with Sandy Springs' *Comprehensive Plan*; linkage to GA 400 Pathway; etc
- Outline of purpose and need
- Stage of project
- Physical description of the project – implement character and function established in *Commuter Trails Master Plan* and precedent plans (i.e., preserving pedestrian comfort and convenience; accommodating pedestrian flows; providing conflict-free operational area for faster-moving users such as bicyclists, runners, etc; providing an aesthetic travel corridor reflective of the quality of development and life for PCIDs' business invitees, employees, Districts' visitors and residents).
- Connectivity and consistency with existing, programmed and planned transportation facilities
- Potential for direct connection(s) to adjoining properties' existing buildings and planned development
- Discussion of property owner(s)' and or tenants' needs and potential future plans
- Outline of ways and means of collaboration

Questions asked by property owner's representative:

*When would construction likely happen?*

Significant statements made:

*"This is a good project; very beneficial to the area. We will convey all this information to the property owners."*

Actions agreed upon (on above date):

*PCIDs' and property owner representative commits to staying in touch as the project progresses.*



**Project:** PCIDs Commuter Trails (PI 0012876)  
**Date:** 12-20-2016  
**RE:** Owner Meeting – Parc at Perimeter  
**Place:** Perimeter Community Improvement Districts (PCIDs) - conference room  
**Attendees:** Scott Athey                      Lowe Engineers (PM)  
Bruce Landis                      Sprinkle/ Deputy PM  
Jennifer Harper                      PCIDs – Chief of Operations  
Debby Perrotta                      Community Manager (Tribridge Residential)

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Discussion Points:

- Jennifer explained the history of the PCIDs and the history and purpose of the organization
- Jennifer/ Scott introduced the project and the goals, objectives and purpose.
- Jennifer explained the past Commuter Trails Masterplan, initial filtering of corridors and a little more on the need and purpose of the project:
  - Commuter Trails and better connectivity within the larger Perimeter Area.
  - Pedestrian and Bike connectivity (separated within the typical section)
  - Transit Connectivity to other adjacent projects and ultimately the MARTA stations at Medical Center, Dunwoody and Sandy Springs.
  - The trail system will also connect to other private projects and, through extension, to the Path 400 through the 285/400 project.
- Jennifer explained the property approach of the PCIDs.
  - They are not a full government entity with the ability to fully serve as a Local Sponsor with GDOT. The City of Dunwoody is the Local Sponsor with a IGA with the City of Sandy Springs.
  - The PCIDs does not own r/w and everything would be City owned r/w and easements.
  - The PCIDs completes owner meeting to ensure buy-in from all impacted property owners prior to advancing the project into the future phases which was include r/w acquisition.
- Scott and Bruce walked through the current conceptual drawing and the typical section and impacts or potential impacts to the property.
- Jennifer inquired on whether any projects were planned for the property in regards to this trails project along the frontage?
  - Debbie expressed that they were very active owners and had several capital projects each year.
  - Ownership is currently looking at a possible upgrade to the property next year to stay on-par with the development in the area.
- Bruce inquired on the demographics of the residents.
  - Debbie stated the residents are mostly young professionals and corporate workers in the Perimeter area.
  - There are a lot of residents that walk to work in the area and even come home for lunch.
  - Debbie added that the complex did not consist of many families.
  - The current breakdown is 298 units with less than 10% being families.

- Bruce inquired on the use of the bus stop at the complex entrance (currently stops in the right turn lane)?
  - Debbie stated that she has never seen more than a couple of kids at the stop.
  - Scott expressed that the team had looked into the traffic counts at the intersection/complex entrance and the turns are very low. The City had stated they may be open to eliminating the right turn if it created additional room for the project along the frontage.
  - Debbie agreed this may be a good idea and they would love to see impacts to their signage avoided.
  - Scott agreed that the area is very tight with grade challenges and the additional space would facilitate the project more easily.
  
- Bruce further explained the economic benefit of the project for the area and the multi-modal trends around the Perimeter area.
- Scott explained the funding source and requirements (ARC/ GDOT Scoping Phase) and the current activities.
- Debbie requested the Masterplan and any other project materials
  - Jennifer shared the online location for viewing and download.
  
- Jennifer inquired on the connectivity that exists interior to the property.
  - Debbie stated there was none currently. Most residents utilize the entrance drive to traverse down to the existing sidewalk.
  - Bruce/Scott recommended that the overall volumes are set and very controlled. The complex could possibly eliminate the need for a right and left turn lane at the exit drive and create enough room for a sidewalk connection interior to the complex.
  - Debbie liked that idea and is going to discuss it with her constituents.
  
- Jennifer expressed that landscaping and hardscaping are always elements that are a part of PCIDs projects. Their approach is to make the pedestrian and bike features an amenity which invites use by the public. The complex may be a location where a pavilion or shade structure would be evaluated based off the bus stop and local commuters.

**Summation/Follow up:**

- Debbie loved the idea and looks forward to the project advancing forward and the project team staying in contact with her as the project moves forward.

Meeting adjourned

sma

# Stakeholder / Public Involvement Meeting Log

## Peachtree-Dunwoody Rd. (Hammond to Crestline/Central Parkway segment)

### Multi-Use Pathway - Concept Design Development Phase

Property Tax I.D.: 17 0018 LL0997 (Parc Apartments)

Owner Listed in County Tax records: SCG TB CENTURY PERIMETER

Responding Owner's representative:

Debby Perrotta – Parc at Perimeter

Date and location of first meeting: December 20, 2016, PCIDs' office, 1100 Abernathy Rd, NE, Sandy Springs, GA

Topics covered:

- Description of PCIDs' purpose and goals, operations, and functions
- PCIDs' specific role in this project; roles of the City.
- Context of this project; evolving character of PCIDs; *Commuter Trails Master Plan* implementation; alignment with Sandy Springs' *Comprehensive Plan*; linkage to GA 400 Pathway; etc
- Outline of purpose and need
- Stage of project
- Physical description of the project – implement character and function established in *Commuter Trails Master Plan* and precedent plans (i.e., preserving pedestrian comfort and convenience; accommodating pedestrian flows; providing conflict-free operational area for faster-moving users such as bicyclists, runners, etc; providing an aesthetic travel corridor reflective of the quality of development and life for PCIDs' business invitees, employees, Districts' visitors and residents).
- Connectivity and consistency with existing, programmed and planned transportation facilities
- Potential for direct connection(s) to adjoining properties' existing buildings and planned development
- Discussion of property owner(s)' and or tenants' needs and potential future plans
- Outline of ways and means of collaboration

Questions asked by property owner's representative:

*When would construction likely happen? We think having a direct connection to the pathway would further enhance the projects many benefits to us; we would be open to ideas for reconfiguring our driveway for an adjoining walkway.*

Significant statements made:

*"This is an great project; very much needed and will significantly benefit our property. Likes this project-their residents definitely will use it.*

- *Willing to look at consolidating (outbound) lanes to allow room for walkway into the property – walkway needed.*
- *Would like us to investigate eliminating RTS o PDR.*
- *Covered (bike pavilion) in front (Jennifer) would benefit us.*

- *Very awesome concept, will really help our property.*

Actions agreed upon (on above date):

PCIDs' and property owner representative commits to staying in touch as the project progresses.



**Project:** Perimeter Commuter Trails (PI 0012876)  
**Date:** 02-16-2017  
**RE:** Concept Team Meeting  
**Place:** Georgia Department of Transportation – Conference Room/ Room 407  
**Attendees:** Scott Athey Lowe Engineers (PM)  
Melanie Hale Lowe Engineers  
Oluchukwu Anyaebosi GDOT – OPD  
Peter Emmanuel GDOT – OPD  
Mindy Sanders City of Dunwoody  
Kristen Wescott City of Sandy Springs  
**Full Attendee List (Attached)**

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### Meeting Contents

#### *Introductions and Overview of the Project:*

- Introduction of Attendees
  - Jennifer Harper, Perimeter Community Improvement Districts (PCIDs), is unable to attend due to illness
- Peter gave a brief introduction to the project and purpose of the meeting.
  - The current project is only for a Scoping Phase which ends with an approved Concept Report.
- Scott gave a brief overview for:
  - Project History
  - Local Sponsor is City of Dunwoody/ PCIDs in collaboration with the City of Sandy Springs through an Intergovernmental Agreement (IGA).
  - Project creation/scope is an extension of the previously completed Commuter Trails Masterplan (ARC, LCI funding)
  - The filtering of potential trail locations/corridors was the first step for the project
  - Extensive Public Outreach has been conducted with one-on-one meetings with every property owner impacted along both corridors
  - The scoping phase has narrowed to two trail corridors;
    - Ashford Dunwoody Road – Hammond Drive to Perimeter Center West (City of Dunwoody/ DeKalb County)
    - Peachtree Dunwoody Road – Hammond Drive to Central Parkway/ Crestline (City of Sandy Springs/ Fulton County)

#### *Concept Layouts (Ashford Dunwoody Rd & Peachtree Dunwoody Rd):*

Scott gave an overview of the concept layout displayed for all attendees;

- Each corridor consists of multi-modal improvements, with the addition of a pedestrian path/ sidewalk and two-way cycle track.
- The improvements are proposed for only one side/ shoulder of each corridor.
- The improvements are consistent with a larger initiative in the Perimeter Area to create separation between pedestrians and bicyclists. The two facilities are separated by decorative pavers to serve as a buffer and lighting.
  - The pavers are consistent with PCIDs decorative public space standards around the Perimeter District.

- Each of the corridors begin at Hammond Drive, in the south, where various pedestrians and bike improvements are planned through a separate project, the “*Hammond Drive Corridor Study*.”
- Many other adjacent projects are planned for the area and are mentioned within the Concept Report.
- Currently, the pedestrian path/ sidewalk is shown as concrete with the two-way cycle track illustrated as asphalt. The final materials are undergoing discussion with the municipalities and cost analysis.
- The pedestrian sidewalk is 6 feet in width.
- The two-way cycle track is 10 feet in width (5 feet each direction)
- Minimum of 5 feet from Back of Curb for safety of the buffered cyclists.
- Generally, the typical section is parallel to the roadway edge while the pedestrian and cycle path separate and diverge around certain elements (trees, utilities, grade challenges, etc.).

*Draft Concept Report was reviewed:*

- NEPA:
  - Screening and draft reports have been completed and await final revisions to the Concept Layout for completion.
  - There are no major concerns with resources.
  - Peter pointed out that the project would likely be a PCE if not for the required right-way/ easement.
  - History takes the longest length of time for approval. This would be the critical path study looking forward to the NEPA document and PE phase.
- MS4 (Conceptual level)
  - The concept level write-up and potential measures awaits completion.
  - This items needs to be coordinated with the municipalities involved based off differences that may occur between the local requirements.
  - Based on scope/scale of the project, infeasibilities are likely as well.
- Public Outreach:
  - Scott pointed out, as previously mentioned, the design team has conducted many meetings with the individual property owners to date. However, it is assumed that the project will need to conduct at least one Public Meeting to satisfy the requirements of the Local Partners and adoption of the approved Concept.
  - The original schedule showed the Public Meeting (if applicable).
- Lighting:
  - Matt inquired on lighting for the project and it being documented as “not required” for the project.
  - Scott explained that lighting would ultimately be a part of the project. Existing lighting is present along the corridor. However, this is a local route with local agreements between the Municipalities and GaPower. Lighting could potentially be covered outside this project and free of federal photometric requirements.
  - Peter recommended an asterisk and explanation within the Draft Concept Report.
- Funding and future PE phase:
  - A few questions were presented concerning the project moving forward from the currently programmed Scoping phase.
  - Peter explained the Local Sponsor City of Dunwoody/ PCIDs will coordinate with ARC for redistribution of the remaining original funding.
  - The conclusion of the Scoping Phase will produce an Approved Concept Report with budgets/ estimate for – PE, CST, UTL and R/W.

- At this time, the proper steps will be completed with ARC to create and allocate these budgets to a new project and authorize PE. This will include a new PI number which adopts and links to the approved Concept Report.
- Right-of-Way:
  - The Concept Report current shows all impacts as permanent easement with no right-of-way required for the project.
  - The Local Municipalities have expressed they prefer for the Trails to be on Permanent Easements based on local zoning and other measures related to individual properties impacted.
  - Peter recommended that this section contain a little more detail to explain the approach and rationale. Technically, the permanent easement scenario for the project is viewed no differently than required right-of-way by GDOT and approval of the Scoping Phase deliverables.
  - There are a total of (13) parcels impacted with (12) along the Peachtree Dunwoody corridor and (1) parcel along Ashford Dunwoody corridor.
- Alternatives Analysis:
  - Scott walked through the approach for the alternatives evaluated.
  - The alternatives were not alternatives within the same corridor, but rather different trail corridors from the Commuter Trails Masterplan which are spread around the Perimeter Area (City of Dunwoody, Sandy Springs and Brookhaven).
  - Two corridors were dismissed very early. Four other alternatives involved owner meetings and eventual elimination after conceptual work.
  - Many of the previously considered alternatives are ultimately being completed as a part of private re-developments who decided to adopt the ideas presented by the design team for better pedestrian/bike connectivity in the Perimeter Area.
  - Peter recommended some additions to the Alternatives discussion to elaborate on advantages/ disadvantages between the Preferred Alternative and others studied.
- Typical Sections:
  - Peter recommended that we flag the lighting within the typical section and explain the rationale covered within the Report.
  - Other comments were expressed to flag the different elements with more detail such as concrete/pavement thicknesses, decorative details or other specifics.
- Commuter Trails Masterplan:
  - Scott inquired from the group whether referencing the original Commuter Trails Masterplan was adequate or whether the Masterplan needed to be an attachment to the Final Concept Report submitted for review and approval.
  - Peter responded that simple references would suffice.
- Utilities:
  - District 7 utilities submitted documentation for the required SUE moving forward into the PE phase for the project (SUE Level-B). This is not required to be completed as a part of the Scoping phase, but would apply in the future.
  - XXX commented on the presence of AT&T slick cabinets along the corridor (Peachtree Dunwoody Rd). Currently, AT&T has coordinated costs as high as \$1.5M for relocation of these facilities.
  - XXX pointed out that the municipalities need to ensure their maintenance and franchise agreements adequately cover the potential damage to the decorative trail elements for utility trucks along the shoulder.



- Scott explained that one of the final steps for the project is working with the individual cities to accurately quantify the utility impacts for the project and separating the reimbursable/ non-reimbursable related to the scope of work for this project and the applicable franchise agreements at the local level (off-system route).
- Future Construction Phasing:
  - Mindy inquired from GDOT on the splitting of the trail corridors?
  - Scott relayed that both Cities have previously inquired on whether a single trail could potentially be split out an individual project in the future for construction.
  - After conversation on the topic, Peter recommended that splitting the costs/ trail within the Report would be acceptable and appropriate to potentially accommodate such a scenario.

**Summation/Follow up:**

- Lowe Engineers to compile Meeting Minutes and distribute to Olu (GDOT-PM) for approval.
- The design team will conduct a meeting with both Local Partners, City of Dunwoody & City of Sandy Springs, to review concept revisions, utility cost estimates and a joint Public Meeting.
- Design Team to finalize Concept Layout for final approval.
- Finalize cost items and submit Concept Report for approval.

Meeting adjourned

sma

# MEETING SIGN-IN SHEET

Project: 0012876

Date: February 16, 2017

Time: 10:00 AM

Facilitator: Oluchukwu Anyaebosi

Place/Room: OGC Atlanta, 407

Name	Company	Phone	E-Mail
Oluchukwu Anyaebosi	GDOT-OPD	404-631-1540	oanyaebosi@dot.ga.gov
Peter B. Emmanuel	GDOT-OPD	404-631-1158	pemmanuel@dot.ga.gov
MATT SANDERS	GDOT- ENGINEERING SERVICES	404 631-1752	msanders@dot.ga.gov
Kim Phillips	GDOT- Design Policy	404-631-1775	Kiphillips@dot.ga.gov
Melanie Hale	Lowe	7/8578404	melanie.hale@loweengineers.com
Scott Athey	Lowe	7/857-8408	scott.athey@loweengineers.com
Jim Woodson	Edwards - Pitman	678-932-2206	jwoodson@edwards-pitman.com
Amber Barlow	GDOT	404-631-1167	abarlowe@dot.ga.gov
Kristen Wescoff	Sandy Springs	770-206-2018	kwescoff@sandyspringsga.gov
Roshni Lawrence	GDOT Planning	404 631 1774	Rolawrence@dot.ga.gov
Marquatrice Mangham	ARC	404 651 8328	mmangham@atlantaregional.com
Jeffrey Garnett	GPOR Ecology	404 631 1699	jgarnett@dot.ga.gov
Kimberly Morgan	GDOT DT CONSTRUCTION	404 797 4195	kmorgan@DOT.GA.GOV
Mindy Sanders	Dunwoody	678-382-6812	mindy.sanders@dunwoodyga.gov
Bhramaramba	GDOT- DT UTIL	770 216 3914	BJagatha@dot.ga.gov
Wade Woodard	GDOT-DT UTILITIES	770-216-3913	wwoodard@dot.ga.gov

**PI# 0012876**

**DEKALB & FULTON COUNTIES  
LIMITED SCOPE CONCEPT REPORT**

**ATTACHMENT 9**

**Public Framework Agreement**

Keith Golden, P.E., Commissioner



GEORGIA DEPARTMENT OF TRANSPORTATION

One Georgia Center, 600 West Peachtree Street, NW  
Atlanta, Georgia 30308  
Telephone: (404) 631-1000

March 17, 2014

Mr. John Gates  
Purchasing Manager, City of Dunwoody  
41 Perimeter Center E., Suite 250  
Dunwoody, GA 30346

Dear Mr. Gates:

I am returning for your files an executed agreement between the Georgia Department of Transportation and the City of Dunwoody for the following project:

**DeKalb County, PI# 0012876**

We look forward to working with you on the successful completion of the joint project.  
Should you have any questions, please contact the Project Manager Xavier James at (404) 631-1583.

Sincerely,

A handwritten signature in blue ink, appearing to read "Angela Robinson", followed by a horizontal line.

Angela Robinson,  
Financial Management Administrator

AR:kp

Enclosure

c: Bob Rogers  
Rachel Brown – District 7 Engineer  
Kevin Cowan – District 7 Planning & Programming Engineer  
Patrick Allen, P.E. – District 7 Utilities Engineer  
Mike Bolden – State Utilities Engineer

**AGREEMENT  
BETWEEN  
DEPARTMENT OF TRANSPORTATION  
STATE OF GEORGIA  
AND  
THE CITY OF DUNWOODY  
FOR  
TRANSPORTATION FACILITY IMPROVEMENTS**

This Framework Agreement is made and entered into this 12<sup>th</sup> day of March, 2014, by and between the DEPARTMENT OF TRANSPORTATION, an agency of the State of Georgia, hereinafter called the "DEPARTMENT", and the **CITY OF DUNWOODY**, acting by and through its Mayor and City Council, hereinafter called the "LOCAL GOVERNMENT".

WHEREAS, the LOCAL GOVERNMENT has represented to the DEPARTMENT a desire to improve the transportation facility described in Attachment "A", attached and incorporated herein by reference and hereinafter referred to as the "PROJECT"; and

WHEREAS, the LOCAL GOVERNMENT has represented to the DEPARTMENT a desire to participate in certain activities, including the funding of certain portions of the PROJECT and the DEPARTMENT has relied upon such representations; and

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WHEREAS, the DEPARTMENT has expressed a willingness to participate in certain activities of the PROJECT as set forth in this Agreement; and

WHEREAS, the DEPARTMENT has provided an estimated cost to the LOCAL GOVERNMENT for its participation in certain activities of the PROJECT; and

WHEREAS, the Constitution authorizes intergovernmental agreements whereby state and local entities may contract with one another "for joint services, for the provision of services, or for the joint or separate use of facilities or equipment; but such contracts must deal with activities, services or facilities which the parties are authorized by law to undertake or provide." Ga. Constitution Article IX, §III, ¶I(a).

NOW THEREFORE, in consideration of the mutual promises made and of the benefits to flow from one to the other, the DEPARTMENT and the LOCAL GOVERNMENT hereby agree each with the other as follows:

1. The LOCAL GOVERNMENT has applied for and received "Qualification Certification" to administer federal-aid projects. The GDOT Local Administered Project (LAP) Certification Committee has reviewed, confirmed and approved the certification for the LOCAL GOVERNMENT to develop federal project(s) within the scope of its certification using the DEPARTMENT'S Local Administered Project Manual procedures. The LOCAL GOVERNMENT shall contribute to the PROJECT by funding all or certain portions of the PROJECT costs for the preconstruction engineering (design) activities,

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hereinafter referred to as "PE", all reimbursable utility relocations, all non-reimbursable utilities owned by the LOCAL GOVERNMENT, railroad costs, right of way acquisitions and construction, as specified in Attachment "A", affixed hereto and incorporated herein by reference. In addition, the September 17, 2010 Planning Office memorandum titled "Preliminary Engineering Oversight for Project Managers/Project Delivery Staff", outlines the five (5) conditions when the LOCAL GOVERNMENT will be requested to fund the PE oversight activities at 100%, and is enclosed as Attachment "C" and incorporated herein by reference. Expenditures incurred by the LOCAL GOVERNMENT prior to the execution of this AGREEMENT or subsequent funding agreements shall not be considered for reimbursement by the DEPARTMENT. PE expenditures incurred by the LOCAL GOVERNMENT after execution of this AGREEMENT shall be reimbursed by the DEPARTMENT once a written notice to proceed is given by the DEPARTMENT.

2. The DEPARTMENT shall contribute to the PROJECT by funding all or certain portions of the PROJECT costs for the PE, right of way acquisitions, reimbursable utility relocations, railroad costs, or construction (specified in Attachment "A") affixed hereto and incorporated herein by reference, and none of the five (5) conditions apply from the Planning Office memorandum dated September 17, 2010 (specified in Attachment "C").

3. The DEPARTMENT shall provide a PE Oversight Estimate to the LOCAL GOVERNMENT, if appropriate, appended as Attachment "D" and incorporated by reference as if fully set out herein. The LOCAL GOVERNMENT will be responsible for

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providing payment, which represents 100% of the DEPARTMENT's PE Oversight Estimate at the time of the Project Framework Agreement execution.

If at any time the PE Oversight funds are depleted within \$5,000 of the remaining PE Oversight balance and project activities and tasks are still outstanding, the LOCAL GOVERNMENT shall, upon request, make additional payment to the DEPARTMENT. The payment shall be determined by prorating the percentage complete and using the same estimate methodology as provided in Attachment "D". If there is an unused balance after completion of all tasks and phases of the project, then pending a final audit, the remainder will be refunded to the sponsor.

4. It is understood and agreed by the DEPARTMENT and the LOCAL GOVERNMENT that the funding portion as identified in Attachment "A" of this Agreement only applies to the PE. The Right of Way and Construction funding estimate levels as specified in Attachment "A" are provided herein for planning purposes and do not constitute a funding commitment for right of way and construction. The DEPARTMENT will prepare LOCAL GOVERNMENT Specific Activity Agreements for funding applicable to other activities when appropriate.

Further, the LOCAL GOVERNMENT shall be responsible for repayment of any expended federal funds if the PROJECT does not proceed forward to completion due to a lack of available funding in future PROJECT phases, changes in local priorities or



cancellation of the PROJECT by the LOCAL GOVERNMENT without concurrence by the DEPARTMENT.

5. In accordance with Georgia Code 32-2-2, the LOCAL GOVERNMENT shall be responsible for all costs for the continual maintenance and operations of any and all sidewalks and the grass strip between the curb and sidewalk within the PROJECT limits. The LOCAL GOVERNMENT shall also be responsible for the continual maintenance and operation of all lighting systems installed to illuminate any roundabouts constructed as part of this PROJECT. Furthermore, the LOCAL GOVERNMENT shall also be responsible for the maintaining of all landscaping installed as part of any roundabout constructed as part of this PROJECT.

6. Both the LOCAL GOVERNMENT and the DEPARTMENT hereby acknowledge that Time is of the Essence. It is agreed that both parties shall adhere to the schedule of activities currently established in the approved Transportation Improvement Program/State Transportation Improvement Program, hereinafter referred to as "TIP/STIP". Furthermore, all parties shall adhere to the detailed project schedule as approved by the DEPARTMENT, attached as Attachment "B" and incorporated herein by reference. In the completion of respective commitments contained herein, if a change in the schedule is needed, the LOCAL GOVERNMENT shall notify the DEPARTMENT in writing of the proposed schedule change and the DEPARTMENT shall acknowledge the change through written response letter; provided that the DEPARTMENT shall have final authority for approving any change.

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If, for any reason, the LOCAL GOVERNMENT does not produce acceptable deliverables in accordance with the approved schedule, the DEPARTMENT reserves the right to delay the PROJECT's implementation until funds can be re-identified for right of way or construction phases, as applicable.

7. The LOCAL GOVERNMENT shall certify that the regulations for "CERTIFICATION OF COMPLIANCES WITH FEDERAL PROCUREMENT REQUIREMENTS, STATE AUDIT REQUIREMENTS, and FEDERAL AUDIT REQUIREMENTS" are understood and will comply in full with said provisions.

8. The LOCAL GOVERNMENT shall accomplish the PE activities for the PROJECT. The PE activities shall be accomplished in accordance with the DEPARTMENT's Plan Development Process hereinafter referred to as "PDP", the applicable guidelines of the American Association of State Highway and Transportation Officials, hereinafter referred to as "AASHTO", the DEPARTMENT's Standard Specifications Construction of Transportation Systems, and all applicable design guidelines and policies of the DEPARTMENT to produce a cost effective PROJECT. Failure to follow the PDP and all applicable guidelines and policies will jeopardize the use of Federal Funds in some or all categories outlined in this agreement, and it shall be the responsibility of the LOCAL GOVERNMENT to make up the loss of that funding. The LOCAL GOVERNMENT's responsibility for PE activities shall include, but is not limited to the following items:

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a. Prepare the PROJECT Concept Report and Design Data Book in accordance with the format used by the DEPARTMENT. The concept for the PROJECT shall be developed to accommodate the future traffic volumes as generated by the LOCAL GOVERNMENT as provided for in paragraph 8b and approved by the DEPARTMENT. The concept report shall be approved by the DEPARTMENT prior to the LOCAL GOVERNMENT beginning further development of the PROJECT plans. It is recognized by the parties that the approved concept may be updated or modified by the LOCAL GOVERNMENT as required by the DEPARTMENT and re-approved by the DEPARTMENT during the course of PE due to updated guidelines, public input, environmental requirements, Value Engineering recommendations, Public Interest Determination (PID) for utilities, utility/railroad conflicts, or right of way considerations.

b. Prepare a Traffic Study for the PROJECT that includes Average Daily Traffic, hereinafter referred to as "ADT", volumes for the base year (year the PROJECT is expected to be open to traffic) and design year (base year plus 20 years) along with Design Hour Volumes, hereinafter referred to as "DHV", for the design year. DHV includes morning (AM) and evening (PM) peaks and other significant peak times. The Study shall show all through and turning movement volumes at intersections for the ADT and DHV volumes and shall indicate the percentage of trucks on the facility. The Study shall also include signal warrant evaluations for any additional proposed signals on the PROJECT.

c. Prepare environmental studies, documentation reports and complete Environmental Document for the PROJECT along with all environmental re-

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evaluations required that show the PROJECT is in compliance with the provisions of the National Environmental Policy Act or the Georgia Environmental Policy Act as per the DEPARTMENT's Environmental Procedures Manual, as appropriate to the PROJECT funding. This shall include any and all archaeological, historical, ecological, air, noise, community involvement, environmental justice, flood plains, underground storage tanks, and hazardous waste site studies required. The completed Environmental Document approval shall occur prior to Right of Way funding authorization. A re-evaluation is required for any design change as described in Chapter 7 of the Environmental Procedures Manual. In addition, a re-evaluation document approval shall occur prior to any Federal funding authorizations if the latest approved document is more than 6 months old. The LOCAL GOVERNMENT shall submit to the DEPARTMENT all studies, documents and reports for review and approval by the DEPARTMENT, the FHWA and other environmental resource agencies. The LOCAL GOVERNMENT shall provide Environmental staff to attend all PROJECT related meetings where Environmental issues are discussed. Meetings include, but are not limited to, concept, field plan reviews and value engineering studies.

d. Prepare all PROJECT public hearing and public information displays and conduct all required public hearings and public information meetings with appropriate staff in accordance with DEPARTMENT practice.

e. Perform all surveys, mapping, soil investigations and pavement evaluations needed for design of the PROJECT as per the appropriate DEPARTMENT Manual.

f. Perform all work required to obtain all applicable PROJECT permits, including, but not limited to, Cemetery, TVA and US Army Corps of Engineers permits, Stream Buffer Variances and Federal Emergency Management Agency (FEMA) approvals. The LOCAL GOVERNMENT shall provide all mitigation required for the project, including but not limited to permit related mitigation. All mitigation costs are considered PE costs. PROJECT permits and non-construction related mitigation must be obtained and completed 3 months prior to the scheduled let date. These efforts shall be coordinated with the DEPARTMENT.

g. Prepare the stormwater drainage design for the PROJECT and any required hydraulic studies for FEMA Floodways within the PROJECT limits. Acquire of all necessary permits associated with the Hydrology Study or drainage design.

h. Prepare utility relocation plans for the PROJECT following the DEPARTMENT's policies and procedures for identification, coordination and conflict resolution of existing and proposed utility facilities on the PROJECT. These policies and procedures, in part, require the Local Government to submit all requests for existing, proposed, and relocated facilities to each utility owner within the project area. Copies of all such correspondence, including executed agreements for reimbursable utility/railroad relocations, shall be forwarded to the DEPARTMENT's Project Manager and the District Utilities Engineer and require that any conflicts with the PROJECT be resolved by the LOCAL GOVERNMENT. If it is determined that the PROJECT is located on an on-system route or is a DEPARTMENT LET PROJECT, the LOCAL GOVERNMENT and the District Utilities Engineer shall ensure that permit applications are approved for each utility company in conflict with

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the project. If it is determined through the DEPARTMENT's Project Manager and State Utilities Office during the concept or design phases the need to utilize Overhead/Subsurface Utility Engineering, hereinafter referred to as "SUE", to obtain the existing utilities, the LOCAL GOVERNMENT shall be responsible for acquiring those services. SUE costs are considered PE costs.

i. Prepare, in English units, Preliminary Construction plans, Right of Way plans and Final Construction plans that include the appropriate sections listed in the Plan Presentation Guide, hereinafter referred to as "PPG", for all phases of the PDP. All drafting and design work performed on the project shall be done utilizing Microstation V8i and InRoads software respectively using the DEPARTMENT's Electronic Data Guidelines. The LOCAL GOVERNMENT shall further be responsible for making all revisions to the final right of way plans and construction plans, as deemed necessary by the DEPARTMENT, for whatever reason, as needed to acquire the right of way and construct the PROJECT.

j. Prepare PROJECT cost estimates for construction, Right of Way and Utility/railroad relocation at the following project stages: Concept, Preliminary Field Plan Review, Right of Way plan approval (Right of Way cost only), Final Field Plan Review and Final Plan submission using the applicable method approved by the DEPARTMENT. The cost estimates shall also be updated annually if the noted project stages occur at a longer frequency. Failure of the LOCAL GOVERNMENT to provide timely and accurate cost estimates may delay the PROJECT's implementation until additional funds can be identified for right of way or construction, as applicable.

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k. Provide certification, by a Georgia Registered Professional Engineer, that the Design and Construction plans have been prepared under the guidance of the professional engineer and are in accordance with AASHTO and DEPARTMENT Design Policies.

l. Provide certification, by a Level II Certified Design Professional that the Erosion Control Plans have been prepared under the guidance of the certified professional in accordance with the current Georgia National Pollutant Discharge Elimination System.

m. Provide a written certification that all appropriate staff (employees and consultants) involved in the PROJECT have attended or are scheduled to attend the Department's PDP Training Course. The written certification shall be received by the Department no later than the first day of February of every calendar year until all phases have been completed.

9. The Primary Consultant firm or subconsultants hired by the LOCAL GOVERNMENT to provide services on the PROJECT shall be prequalified with the DEPARTMENT in the appropriate area-classes. The DEPARTMENT shall, on request, furnish the LOCAL GOVERNMENT with a list of prequalified consultant firms in the appropriate area-classes. The LOCAL GOVERNMENT shall comply with all applicable state and federal regulations for the procurement of design services and in accordance with the Brooks Architect-Engineers Act of 1972, better known as the Brooks Act, for any consultant hired to perform work on the PROJECT.

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10. The DEPARTMENT shall review and has approval authority for all aspects of the PROJECT provided however this review and approval does not relieve the LOCAL GOVERNMENT of its responsibilities under the terms of this agreement. The DEPARTMENT will work with the FHWA to obtain all needed approvals as deemed necessary with information furnished by the LOCAL GOVERNMENT.

11. The LOCAL GOVERNMENT shall be responsible for the design of all bridge(s) and preparation of any required hydraulic and hydrological studies within the limits of this PROJECT in accordance with the DEPARTMENT's policies and guidelines. The LOCAL GOVERNMENT shall perform all necessary survey efforts in order to complete the hydraulic and hydrological studies and the design of the bridge(s). The final bridge plans shall be incorporated into this PROJECT as a part of this Agreement.

12. The LOCAL GOVERNMENT unless otherwise noted in Attachment "A" shall be responsible for funding all LOCAL GOVERNMENT owned utility relocations and all other reimbursable utility/railroad costs. The utility costs shall include but are not limited to PE, easement acquisition, and construction activities necessary for the utility/railroad to accommodate the PROJECT. The terms for any such reimbursable relocations shall be laid out in an agreement that is supported by plans, specifications, and itemized costs of the work agreed upon and shall be executed prior to certification by the DEPARTMENT. The LOCAL GOVERNMENT shall certify via written letter to the DEPARTMENT's Project Manager and District Utilities Engineer that all Utility owners' existing and proposed facilities are shown on the plans with no conflicts 3 months prior

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to advertising the PROJECT for bids and that any required agreements for reimbursable utility/railroad costs have been fully executed. Further, this certification letter shall state that the LOCAL GOVERNMENT understands that it is responsible for the costs of any additional reimbursable utility/railroad conflicts that arise during construction.

13. The DEPARTMENT will be responsible for all railroad coordination on DEPARTMENT Let and/or State Route (On-System) projects; the LOCAL GOVERNMENT shall address concerns, comments, and requirements to the satisfaction of the Railroad and the DEPARTMENT. If the LOCAL GOVERNMENT is shown to LET the construction in Attachment "A" on off-system routes, the LOCAL GOVERNMENT shall be responsible for all railroad coordination and addressing concerns, comments, and requirements to the satisfaction of the Railroad and the DEPARTMENT for PROJECT.

14. The LOCAL GOVERNMENT shall be responsible for acquiring a Value Engineering Consultant for the DEPARTMENT to conduct a Value Engineering Study if the total estimated PROJECT cost is \$50 million or more. The Value Engineering Study cost is considered a PE cost. The LOCAL GOVERNMENT shall provide project related design data and plans to be evaluated in the study along with appropriate staff to present and answer questions about the PROJECT to the study team. The LOCAL GOVERNMENT shall provide responses to the study recommendations indicating whether they will be implemented or not. If not, a valid response for not implementing

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shall be provided. Total project costs include PE, right of way, and construction, reimbursable utility/railroad costs.

15. The LOCAL GOVERNMENT, unless shown otherwise on Attachment "A", shall acquire the Right of way in accordance with the law and the rules and regulations of the FHWA including, but not limited to, Title 23, United States Code; 23 CFR 710, et. Seq., and 49 CFR Part 24 and the rules and regulations of the DEPARTMENT. Upon the DEPARTMENT's approval of the PROJECT right of way plans, verification that the approved environmental document is valid and current, a written notice to proceed will be provided by the DEPARTMENT for the LOCAL GOVERNMENT to stake the right of way and proceed with all pre-acquisition right of way activities. The LOCAL GOVERNMENT shall not proceed to property negotiation and acquisition whether or not the right of way funding is Federal, State or Local, until the right of way agreement named "Contract for the Acquisition of Right of Way" prepared by the DEPARTMENT's Office of Right of Way is executed between the LOCAL GOVERNMENT and the DEPARTMENT. Failure of the LOCAL GOVERNMENT to adhere to the provisions and requirements specified in the acquisition contract may result in the loss of Federal funding for the PROJECT and it will be the responsibility of the LOCAL GOVERNMENT to make up the loss of that funding. Right of way costs eligible for reimbursement include land and improvement costs, property damage values, relocation assistance expenses and contracted property management costs. Non reimbursable right of way costs include administrative expenses such as appraisal, consultant, attorney fees and any in-house property management or staff expenses. The LOCAL GOVERNMENT

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shall certify that all required right of way is obtained and cleared of obstructions, including underground storage tanks, 3 months prior to advertising the PROJECT for bids.

16. The DEPARTMENT unless otherwise shown in Attachment "A" shall be responsible for Letting the PROJECT to construction, solely responsible for executing any agreements with all applicable utility/railroad companies and securing and awarding the construction contract for the PROJECT when the following items have been completed and submitted by the LOCAL GOVERNMENT:

- a. Submittal of acceptable PROJECT PE activity deliverables noted in this Agreement.
- b. Certification that all needed rights of way have been obtained and cleared of obstructions.
- c. Certification that the environmental document is current and all needed permits and mitigation for the PROJECT have been obtained.
- d. Certification that all Utility/Railroad facilities, existing and proposed, within the PROJECT limits are shown, any conflicts have been resolved and reimbursable agreements, if applicable, are executed.

If the LOCAL GOVERNMENT is shown to LET the construction in Attachment "A", the LOCAL GOVERNMENT shall provide the above deliverables and certifications and shall follow the requirements stated in Chapters 10, 11, 12 and 13 of the DEPARTMENT's Local Administered Project Manual. The LOCAL GOVERNMENT

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shall be responsible for providing qualified construction oversight with their personnel or by employing a Consultant firm prequalified in Area Class 8.01 to perform construction oversight. The LOCAL GOVERNMENT shall be responsible for employing a GDOT prequalified consultant in area classes 6.04a and 6.04b for all materials testing on the PROJECT, with the exception of field concrete testing. All materials testing, including field concrete testing shall be performed by GDOT certified technicians who are certified for the specific testing they are performing on the PROJECT. The testing firm(s) and the individual technicians must be submitted for approval prior to Construction.

17. The LOCAL GOVERNMENT shall provide a review and recommendation by the engineer of record concerning all shop drawings prior to the DEPARTMENT review and approval. The DEPARTMENT shall have final authority concerning all shop drawings.

18. The LOCAL GOVERNMENT agrees that all reports, plans, drawings, studies, specifications, estimates, maps, computations, computer files and printouts, and any other data prepared under the terms of this Agreement shall become the property of the DEPARTMENT if the PROJECT is being let by the DEPARTMENT. This data shall be organized, indexed, bound, and delivered to the DEPARTMENT no later than the advertisement of the PROJECT for letting. The DEPARTMENT shall have the right to use this material without restriction or limitation and without compensation to the LOCAL GOVERNMENT.

19. The LOCAL GOVERNMENT shall be responsible for the professional quality, technical accuracy, and the coordination of all reports, designs, drawings, specifications, and other services furnished by or on behalf of the LOCAL GOVERNMENT pursuant to this Agreement. The LOCAL GOVERNMENT shall correct or revise, or cause to be corrected or revised, any errors or deficiencies in the reports, designs, drawings, specifications, and other services furnished for this PROJECT. Failure by the LOCAL GOVERNMENT to address the errors, omissions or deficiencies within 30 days of notification shall cause the LOCAL GOVERNMENT to assume all responsibility for construction delays and supplemental agreements caused by the errors and deficiencies. All revisions shall be coordinated with the DEPARTMENT prior to issuance. The LOCAL GOVERNMENT shall also be responsible for any claim, damage, loss or expense, to the extent allowed by law that is attributable to errors, omissions, or negligent acts related to the designs, drawings, specifications, and other services furnished by or on behalf of the LOCAL GOVERNMENT pursuant to this Agreement.

20. The DEPARTMENT shall be furnished with a copy of all contracts and agreements between the LOCAL GOVERNMENT and any other agency or contractor associated with construction activities. The DEPARTMENT's Project Manager shall be the primary point of contact unless otherwise specified.

21. The LOCAL GOVERNMENT shall provide the DEPARTMENT with a detailed project schedule that reflects milestones, deliverables with durations for all pertinent

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activities to develop critical path elements. An electronic project schedule shall be submitted to the Project Manager after execution of this agreement.

This Agreement is made and entered into in FULTON COUNTY, GEORGIA, and shall be governed and construed under the laws of the State of Georgia.

The covenants herein contained shall, except as otherwise provided, accrue to the benefit of and be binding upon the successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the DEPARTMENT and the LOCAL GOVERNMENT have caused these presents to be executed under seal by their duly authorized representatives.

DEPARTMENT OF  
TRANSPORTATION

BY: [Signature]  
Commissioner

ATTEST:

[Signature]  
Treasurer

CITY OF DUNWOODY

BY: [Signature]  
Mike Davis  
Mayor

Signed, sealed and delivered this 9<sup>th</sup>  
day of December, 2013 in the  
presence of:

[Signature]  
Witness

[Signature]  
Notary Public



This Agreement approved by the City of  
Dunwoody, the 9<sup>th</sup> day of  
December, 2013

Attest

[Signature]  
Sharon Lowery, City Clerk

FEIN: 26-3687535

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**Attachment "A" Funding Sources and Distribution**  
Project No.: 0012876 Sponsor: City of Dunwoody

Project # 0012876 City of Dunwoody

Attach "Project Manager" Project Charging Form for Approval

Preliminary Engineering Phase I	Preliminary Engineering - Phase I <sup>1</sup>					GDOT Oversight for PE (Phase I) <sup>2</sup>			Preliminary Engineering Grand Total (Phase I)	
	Percentage	PE Amount	Maximum PE Participation Amount (\$)	Participant	PE Activity Sponsor	Percentage	Amount	Participant	Percentage	Amount
1	80%	\$400,000.00	\$400,000.00	Federal	Local Government	#DIV/0!	\$0.00	Federal	80%	\$400,000.00
2	0%	\$0.00	\$0.00	State		#DIV/0!	\$0.00	State	0%	\$0.00
3	20%	\$100,000.00	N/A	Local		0%	\$0.00	Local	20%	\$100,000.00
4	0%	\$0.00	\$0.00	Other		#DIV/0!	\$0.00	Other	0%	\$0.00
Total	100%	\$500,000.00				#DIV/0!	\$0.00		100%	\$500,000.00

Right of Way Phase II	Right of Way - Phase II <sup>3</sup>					Acquisition By	Acquisition Funding By
	Percentage	ROW Amount	Maximum ROW Participation Amount (\$)	Participant	Acquisition By		
1	#DIV/0!	\$0.00	\$0.00	Federal	Local Government	Local Government	Local Government
2	#DIV/0!	\$0.00	\$0.00	State			
3	#DIV/0!	\$0.00	N/A	Local			
4	#DIV/0!	\$0.00	\$0.00	Other			
Total	#DIV/0!	\$0.00					

Construction Phase III	Construction - Phase III <sup>3</sup>					Letting By
	Percentage	CST Amount	Maximum CST Participation Amount (\$)	Participant	Letting By	
1	#DIV/0!	\$0.00	\$0.00	Federal	Local Govt	Local Government
2	#DIV/0!	\$0.00	\$0.00	State		
3	#DIV/0!	\$0.00	N/A	Local		
4	#DIV/0!	\$0.00	\$0.00	Other		
Total	#DIV/0!	\$0.00				

Utility Phase IV	Utility Relocation - Phase IV	
	Utility Funding By	Railroad Funding By
	Local Government	Local Government
Total	100%	100%

Construction Oversight Phases V & VI	GDOT Oversight for CST (Phase III) <sup>2</sup>	
	Testing (Phase V) Funding By	Inspection (Phase VI) Funding By
	Local Government	Local Government
Total	100%	100%

Summary of Phases I Through III	Grand Total - All Phases I through III			
	Percentage	TOTAL Amount	Maximum Participation Amount (\$)	Participant
1	80%	\$400,000.00	\$400,000.00	Federal
2	0%	\$0.00	\$0.00	State
3	20%	\$100,000.00	N/A	Local
4	0%	\$0.00	\$0.00	Other
Total	100%	\$500,000.00		

<sup>1</sup>The maximum allowable GDOT participating amounts for PE phase are shown above. The local government will only be reimbursed the percentage of the accrued invoiced amounts up to but not to exceed the maximum amount indicated.

<sup>2</sup>GDOT Oversight for PE (Phase I) is detailed in Attachment "D".

<sup>3</sup>Right-of-Way and Construction amounts shown are for budget planning purposes only.

NOTE: Separate GDOT P.O.s will be established for each funding phase.

The GDOT Oversight check shall be remitted to the District Planning and Programming Engineer along with the signed Project Framework Agreement (PFA).

Revised: 12/2011



**ATTACHMENT "B" Project Timeline**

PI # 0012876 – City of Dunwoody

**Proposed Project Timeline**

Environmental Phase				18 mo.	
Concept Phase					
Preliminary Plan Phase	3 mo.		6 mo.		
Right of Way Phase					9 mo.
<b>Deadlines for Responsible Parties</b>	<b>Execute Agreement</b>	<b>Month/Year (Approve Concept)</b>	<b>Month/Year (Approve Env. Document)</b>	<b>Month/Year (Authorize Right of Way funds)</b>	<b>Month/Year (Authorize Const. funds)</b>
	6/14	9/14	3/15	12/15	12/15

**Annual Reporting Requirements**

The Local Government shall provide a written status report to the Department's Project Manager with the actual phase completion date(s) and the percent complete/proposed completion date of incomplete phases. The written status report shall be received by the Department no later than the first day of February of every calendar year until all phases have been completed.

Revised: 12/2011

## ATTACHMENT "C"

Project # 0012876 City of Dunwoody

D.O.T. 66

### DEPARTMENT OF TRANSPORTATION STATE OF GEORGIA

#### INTERDEPARTMENTAL CORRESPONDENCE

**FILE** **OFFICE** Planning  
**DATE** September 17, 2010  
**FROM**  Angela T. Alexander, State Transportation Planning Administrator  
**TO** Todd I. Long, PE, PTOE, Director of Planning  
Gerald M. Ross, PE, Chief Engineer/Deputy Commissioner  
**SUBJECT** Preliminary Engineering Oversight for Project Managers/Project Delivery Staff

*Note: This memo supersedes the previous PE Oversight Memo, dated August 17, 2010. PE Oversight funding for Safe Route to School (SRTS) projects are eligible for PE Oversight funds, paid for with funding from the SRTS program. No other changes were made to the memo.*

As you are aware, the Department is unable to continue funding PE oversight with 100% motor fuel funds due to the decline in motor fuel revenues. As a result, the Department needs an established procedure detailing the circumstances under which the Department will fund PE oversight with federal-aid funds (matched with state motor fuel funds) and when the Department will request that the local government/project sponsor fund the Department's expenses associated with PE oversight. The PE Oversight funds will be used to fund staff man-hours and any other associated expenses incurred by any GDOT employee working on the project. Please note that the process detailed below applies equally to routes both on and off the state highway system.

#### **GDOT Funds PE Oversight with Federal-Aid:**

The Department will fund PE oversight with federal-aid funds (and matching motor fuel funds), only if a subsequent project phase (ROW, UTL, CST) is programmed within the first 4 active years of the currently approved TIP/STIP. The source of federal-aid funds to be used for the PE oversight activities is as follows:

- 1) Projects on the National Highway System will use NHS funds (L050) to finance GDOT's PE oversight expenses
- 2) Projects *not* on the National Highway System but eligible for Surface Transportation Program (STP) funds, will follow one of the scenarios below:
  - a) Projects in urban areas between 5,000 and 199,999 in population will use L200 funds (with MPO approval, if applicable)
  - b) Projects in urban areas with a population greater than 200,000 will use L230 funds (with MPO approval)
  - c) Projects in rural areas with a population less than 5,000 will use L250 funds
  - d) The Department may, at the joint discretion of the Chief Engineer and Director of Planning, apply L240 funds to any federal-aid eligible project

- 3) Projects which have received an earmark in federal legislation, will use a portion of the earmark funding for GDOT's PE oversight expenses, pending MPO approval if applicable. (Note: earmark funded projects could receive PE oversight funding regardless of the funding being programmed within the first 4 active years of a currently approved TIP/STIP).
- 4) Projects funded with Safe Route to School (SRTS) funds will use SRTS funds to finance GDOT's PE oversight expenses, regardless of whether or not a subsequent phase of the project appears in the STIP/TIP.

**GDOT Requests Local Government/Project Sponsor to Fund PE Oversight:**

The Department will request that the local government fund PE oversight with 100% local funds under the following conditions:

- 1) A subsequent phase of the project is not programmed within the first 4 active years of the Currently approved TIP/STIP
- 2) The MPO has elected to not approve the use of L200 or L230 funds for GDOT's PE oversight expenses
- 3) The project is funded with CMAQ funds
- 4) The project is funded with an earmark identified in federal legislation and the local government/entity which secured the earmark (or MPO, if applicable) declines to allow GDOT to use a portion of the earmark for PE oversight expenses
- 5) The project is currently funded entirely with local funds; however, the local government intends to secure federal funding at a future date

Once the PE oversight process is implemented, it will be the responsibility of the GDOT Project Manager to work with the GDOT Office of Financial Management to establish an appropriate amount of federal-aid funded PE oversight funding, or work with the local government to secure locally sourced PE oversight funds.

If you approve of this process, please sign below. Once an acceptable process is developed and approved by both the Chief Engineer and Director of Planning, we will provide the finalized process to the Office of Program Control for distribution to the GDOT Project Managers and incorporation into future Project Framework Agreements. If you have any questions, please contact Matthew Fowler at 404-631-1777.

Approved:  \_\_\_\_\_ 7/27/10  
Todd I. Long, PE, PTOE, Director of Planning Date

Approved:  \_\_\_\_\_ 10/7/20  
Gerald M. Ross, PE, Chief Engineer/Deputy Commissioner Date

ATA:MF

## **ATTACHMENT "D"**

### **GDOT Oversight Estimate for Locally Administered Project**

Wednesday, November 06, 2013 4:02 PM

<b>PI Number</b> <span style="border: 1px solid black; padding: 2px;">0012876</span>	<b>Project Number</b> <span style="border: 1px solid black; padding: 2px;"></span>
<b>County</b> <span style="border: 1px solid black; padding: 2px;">DeKalb</span>	<b>Project Length</b> <span style="border: 1px solid black; padding: 2px;">0.00</span> <b>Miles</b>
<b>Project Manager</b> <span style="border: 1px solid black; padding: 2px;">James, Xavier</span>	<b>Project Cost</b> <span style="border: 1px solid black; padding: 2px;">\$500,000.00</span>
<b>Project Type</b> <span style="border: 1px solid black; padding: 2px;">Enhancement</span>	
<b>Project Description</b> <span style="border: 1px solid black; padding: 2px;">Perimeter Commuter Trail System Study</span>	
<b>Expected Life of Project</b> <span style="border: 1px solid black; padding: 2px;">1.00</span> <b>Years</b>	

Project Phase	Oversight Hours	Oversight Cost
1. Project Initiation	0	\$ 0.00
2. Concept Development	0	\$ 0.00
3. Database Preparation*	0	\$ 0.00
4. Preliminary Design	0	\$ 0.00
5. Environmental	0	\$ 0.00
6. Final Design	0	\$ 0.00
Travel Expenses		\$
<b>Total Oversight Estimate</b>	<b>0</b>	<b>\$ 0.00</b>
Percentage of Project Cost	.00%	

C:\Documents and Settings\vgavalas\My Documents\Oversight Estimate 0012876.docx

**ATTACHMENT "E"**  
**GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT**  
**AFFIDAVIT**

Name of Contracting Entity: City of DunwoodyContract No. and Name: PI # 0012876

By executing this affidavit, the undersigned person or entity verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or entity which is contracting with the Georgia Department of Transportation has registered with, is authorized to participate in, and is participating in the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

The undersigned person or entity further agrees that it will continue to use the federal work authorization program throughout the contract period, and it will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the undersigned with the information required by O.C.G.A. § 13-10-91(b).

The undersigned person or entity further agrees to maintain records of such compliance and provide a copy of each such verification to the Georgia Department of Transportation within five (5) business days after any subcontractor is retained to perform such service.

224297  
 E-Verify / Company Identification Number

[Signature]  
 Signature of Authorized Officer or Agent

6/23/09  
 Date of Authorization

Michael G Davis  
 Printed Name of Authorized Officer or Agent

Mayer  
 Title of Authorized Officer or Agent

1/24/2014  
 Date

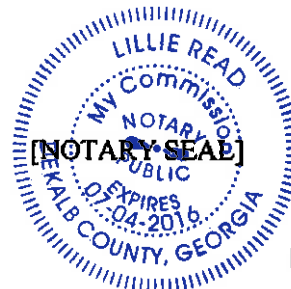
SUBSCRIBED AND SWORN  
 BEFORE ME ON THIS THE

24<sup>th</sup> DAY OF January, 2014

Lillie Read

Notary Public

My Commission Expires: 7/4/16



Revised: 12/2011

## **ATTACHMENT “F”**

### **TITLE VI INTRODUCTION**

As a sub-recipient of federal funds from Georgia Department of Transportation, all municipalities are required to comply with Title VI of the Civil Rights Act of 1964 which provides that:

**“No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, or be denied the benefits of, or be subjected To discrimination under any program or activity receiving federal assistance under This title or carried out under this title.”**

Additionally, the Civil Rights Restoration Act of 1987, expanded the definition of the terms “programs and activities” to include all programs or activities of federal recipients, subrecipients, and contractors, whether or not such programs and activities are federally assisted.

The provisions of Title VI apply to all contractors, subcontractors, consultants and suppliers. And is a condition for receiving federal funds. All sub recipients must sign Title VI assurances that they will not discriminate as stated in Title VI of the Civil Rights Act of 1964.

In the event that the sub recipient distributes federal aid funds to second tier entity, the sub-recipient shall include Title VI language in all written documents and will monitor for compliance. If, these assurances are not signed, the City or County government may be subjected to the loss of federal assistance.

All sub recipients that receive federal assistance must also include Federal Highways Administrations 1273 in their contracts. The FHWA 1273 sets out guidance for ensuring non discrimination and encouraging minority participation and outreach.

Enclosed you will find Title VI acknowledgment form and the Title VI assurances. The Title VI acknowledgment form and Title VI assurances must be signed by your local government official if it has not been signed.

Revised: 12/2011

## ATTACHMENT "F"

### TITLE VI ACKNOWLEDGEMENT FORM

The undersigned assures that no person shall on the grounds or race, color, national origin or sex as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any City or County sponsored program or activity. The undersigned assures that every effort will be made to ensure non discrimination in all of its programs or activities, whether those programs are federally funded or not.

Assurance of compliance therefore falls under the proper authority of the City Council or the County Board of Commissioners. The Title VI Coordinator or Liaison is authorized to ensure compliance with provisions of this policy and with the Law, including the requirements of 23 Code of Federal Regulations (CFR) 200 and 49 CFR 21.

Michael G. Davis Mayor  
Official Name and Title

1/24/2014  
Date

#### Citations:

Title VI of the Civil Rights Act of 1964; 42 USC 2000d to 2000d-4; 42 USC 4601 to 4655; 23 USC 109(h); 23 USC 324; DOT Order 1050.2; EO 12250; EO 12898; 28CFR 50.3

#### **Other Nondiscrimination Authorities Expanded the range and scope of Title VI coverage and applicability**

The 1970 Uniform Act (42 USC 4601)  
Section 504 of the 1973 Rehabilitation Act (29 USC 790)  
The 1973 Federal-aid Highway Act (23 USC 324)  
The 1975 Age Discrimination Act (42 USC 6101)  
Implementing Regulations (49 CFR 21 & 23 CFR 200)  
Executive Order 12898 on Environmental Justice (EJ)  
Executive Order 13166 on Limited English Proficiency (LEP)

Revised: 12/2011